DOCUMENT RESUME

ED 371 122 CE 066 386

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TITLE History of MODAC. Michigan Occupational Deans Administrative Council. 26 Years: January 25, 1967 to December 31, 1993.
SPONS AGENCY Michigan State Dept. of Education, Lansing.
PUB DATE 94
NOTE 226p.
PUB TYPE Historical Materials (060)

EDRS PRICE MF01/PC10 Plus Postage.
DESCRIPTORS *Community Colleges; Educational History; *Organizational Change; *Organizational Objectives; *Professional Associations; Two Year Colleges; *Vocational Directors; *Vocational Education
IDENTIFIERS *Michigan Occupational Deans Administrative Council

ABSTRACT

This document traces the history of the Michigan Occupational Deans Administrative Council (MODAC), which was initially formed in 1967 as a professional association of community college deans that would focus on topics/issues such as the following: affiliation, relationship between administration and faculty, dual relationship of community colleges to adult education and secondary schools, use of advisory committees, program development, program allocation and rationale, pretechnical articulation, sharing of previously developed proposals with other committees, uniformity of curriculum in various community colleges, status of technicians, teacher retraining, curriculum, regulation of standards, faculty recruitment, equipment, and required hours for job preparation. The following highlights of MODAC's development are discussed: beginnings and first meeting; organizing process and second meeting; selecting a name; early (1969) membership policy and membership; early constitution, by-laws, and certificate of membership; membership roster as of 1973-74, and first presidents. Presented next are summaries of all MODAC meetings held between October 1966 and December 1993 and selected comments of five deans who belonged to MODAC during its establishment. Also included are lists of MODAC members, state supervisors of postsecondary education in Michigan, and the 1993-94 MODAC membership list. (MN)

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ED 371 122

History
Of

MODAC

Michigan Occupational Deans Administrative Council

26 years

January 25, 1967 to December 31, 1993

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HISTORY

OF

MODAC

Michigan Occupational Deans Administrative Council

26 years

January 25, 1967 to December 31, 1993

MODAC HISTORY

FOREWARD

MODAC, Michigan Occupational Deans Administrative Council, is probably one of the most important organizations to be developed by educators to foster the development and promotion of occupational education. This MODAC history is an attempt to draw together information that outlines MODAC'S development, history, and the major issues to affect occupational education at the post-secondary level. Past minutes of meetings, anecdotal notes from past MODAC members, and interviews were used to document this organization's background. It is hoped that the reader of this material will get a flavor for the organization and the intent of its founders and members.

Prepared by:

Terry E. Luxford, Ph.D.
Dean of Occupational Curricula
West Shore Community College

This History was partially sponsored by the
Michigan Department of Education
under a grant with the
Carl D. Perkins Vocational and Applied Technology Act.

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HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

BEGINNING

The first documented materials related to the organization of a council of community college deans can be found in a memo dated September 10, 1965, to Dr. A.A. Canfield from James H. Dotseth. The memo states that "In working with Mr. Robert Winger, Assistant Superintendent of Vocational Education, we have many times discussed the problem of working more closely with the deans of the community colleges. One of my responsibilities (given to me by you) is to assist with this mutual relationship. The attached invitational memorandum and membership list is self-explanatory". The invitational memorandum goes on to talk about the first agenda and gives a list of the individuals that were invited to this meeting which was to be held on Wednesday, October 6, 1965, at 1:15 p.m. in the Conference Room of the Bauch Building, Division of Vocational Education, Lansing, Michigan. The meeting called for October 6, 1965, was cancelled due to the possibility of most of the directors and technical deans of community colleges attending a National Clinic on Technical Education in 1965 in Chicago on October 6, 7 and 8. Therefore, this initial meeting was called again for 2 p.m. on October 14, 1965.

OAKLAND COMMUNITY COLLEGE

Jim D
Fine
6o 1/a

RECEIVED
SEP - 9 1965
ALBERT A. CANFIELD

MEMORANDUM

TO: Dr. A. A. Canfield

FROM: James H. Dotseth JHD

SUBJECT: Meeting of State Deans and Directors Responsible for Technical Education at Community Colleges

DATE: September 10, 1965

In working with Mr. Robert Winger, Assistant Superintendent for Vocational Education, we have many times discussed the problem of working more closely with the Deans of the community colleges. One of my responsibilities (given to me by you) is to assist with this mutual relationship.

The attached invitational memorandum and membership list is self-explanatory.

JHD:ss

OAKLAND COMMUNITY COLLEGE

0 Cooley Lake Road
.lephone 363-7191

P.O. Box 175
Union Lake, Michigan 48085

JOHN E. TIRRELL, President

TRUSTEES
GEORGE MOSHER, Chairman
LILA R. JOHNSON, Secretary VERNON M. FITCH, Treasurer
EARL M. ANDERSON, FREDERICK A. CHAPMAN, DAVID W. HACKETT

MEMORANDUM

TO: Deans and Directors Responsible for Community College Technical Education

FROM: James H. Dotseth and Harold Matthews

SUBJECT: Invitation to attend a meeting of Deans and Directors responsible for Technical Education at community colleges in Michigan

DATE: September 10, 1965

1. Frequently we have discussed the mutual problems of technical education in community colleges and recognized the lack of common understanding among us. Because of our responsibilities and the demands made on community colleges by needs of industry, business and society, we should take advantage of this opportunity for mutual assistance.

2. The Division of Vocational Education, Department of Public Instruction, has given its blessing to hold a meeting of this nature.

3. A meeting is planned for Wednesday, October 6, 1965, at 1:15 p.m., in the Conference Room, 5th floor, Bauch Building, Division of Vocational Education, Lansing, Michigan.

4. TENTATIVE AGENDA:
   1. Remarks from the State Department of Vocational Education
   2. Problems to consider
   3. Areas of mutual assistance
   4. General discussion
   5. Procedures for implementation of community college technical programs
   6. Next meeting
   7. Adjournment - 4:00 p.m.

We hope to see you there.

JHD:ss

INVITATIONAL MEMBERSHIP

Alan Reed, Alpena Community College

James Cook, Battle Creek Community College

Arthur Elges, Henry Ford Community College

George Pease, Delta Community College

Clarence Haines, Flint Junior Community College

O. F. Myers, Grand Rapids Community College

Dr. William Valade, Highland Park Community College

E. Harold Matthews, Jackson Community College

Dr. Clarence Schawer, Benton Harbor Community College

Thomas McClure, Lansing Community College

Dr. Raymond Doane, Macomb Community College

Edward A. Huttenga, Muskegon Community College

Jon P. Adams, Schoolcraft Community College

James H. Dotseth, Oakland Community College

H. E. Paulson, Port Huron Community College

Robert Kollin, Monroe Community College

JHD:ss

9/65

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

FIRST MEETING

The first meeting was held on October 14, 1965, and concerned the topics of affiliation, administration relationship to faculty, dual relationship of community college to adult education and secondary schools, use of advisory committees, development of programs, program allocation and rationale basis, sharing previously developed proposals with other committees, pre-technical articulation, uniformity of curriculum in various community colleges, status of the technician, membership of the group (only those who have overall responsibility for program development or implementation should be part of this new group), teacher retraining, curriculum, regulations of standards, development of centralized center of MDTA programs, recruitment of faculty, equipment, and required hours for job preparation were among some of the items discussed.

According to the minutes, probably one of the more important items discussed, was who should be a member of the organization? One of the statements in the minutes said, "We find there are Directors at various community colleges, of programs in (a) Nursing, (b) Industrial Occupations, (c) Business Occupations. The problem becomes very confusing as no one person gives direction to the over-all career program as in the academic areas."

To further discuss the dilemma with membership, a letter was written on December 13, 1966 by Al Reed, Vocational-Technical Education Administrator at Alpena Public Schools, to James Dotseth, then Director of Instruction, Vocational and Technical Education, Oakland Community College. In this letter Al states, "The first item consists of the criteria for membership. We decided that the primary requirement for membership would be by invitation and then we developed five guidelines to assist in making the invitation list.

1. Responsibility for all occupational programs in an institution
2. Public or tax-supported institutions
3. Vocationally Certified, approved by State Office of Vocational Education
4. One member from a community college
5. Responsible for new occupational program development across the board."

He then lists the community colleges that he was sure of, along with the individuals that were to be invited, who more than likely met the criteria.

Alpena Public Schools

Alpena, Michigan
49707

ALAN E. REED, DIRECTOR
VOCATIONAL - TECHNICAL EDUCATION
TELEPHONE: 356-0900

December 13, 1966

Mr. James Dotseth
Director of Instruction
Vocational and Technical Education
Oakland County Community College
2480 Opdyke Road
Bloomfield Hills, Michigan

Dear Jim:

The information we developed in Denver concerning an organization of deans and directors of occupational programs at Michigan community colleges has been typed for your review. As I recall, we didn't discuss or determine a name for the organization. The first item consists of the criteria for membership. We decided that the primary requirement for membership would be by invitation and then we developed five guidelines to assist in making the invitation list:

1. Responsibility for all occupational programs in an institution
2. Public or tax supported institutions
3. Vocationally certified, approved by state office of vocational education
4. One member from a community college
5. Responsible for new occupational program development across the board.

Second, we listed the following community colleges that we were sure of along with the individuals to be invited:

Alpena	Alan Reed
Battle Creek	Jim Cook
Flint	Charles Roche
Henry Ford	Art Elges
Jackson	Harold Matthews
Lansing	Tom McClure
Monroe	Bob Kollin
Muskegon	Ed Huttenga
Northwestern	Herb Tedder
Oakland	Jim Dotseth
Port Huron	H. Paulson
Schoolcraft	Jon Adams
Washtenaw	Paul Hunt

Third was our hold list for further investigation to determine the proper individuals at the respective institutions:

Bay De Noc	
Cass	
Clare	
Delta	George Pease
Glen Oaks	
Grand Rapids	
Highland Park	
Kirtland (Roscommon)	
Lake Michigan	Ben Standen
Macomb	Ray Doane
Manistee	
North Central (Petoskey)	

According to my notes we will meet in Kalamazoo at Western Michigan University on Wednesday, January 25 from 1 to 5 p.m. We will meet again on Thursday February 23 from 6 to 9:30 p.m. at the Albert Pick Motel in East Lansing. I believe you were to make the arrangements for these meetings.

Merry Christmas and Happy New Year!!!!!

Sincerely,

Alan E. Reed, Director
Vocational-Technical Education

AER:ja

Same letter to Harold Matthews

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

ORGANIZING

The next meeting of this group, now calling themselves the Michigan Community College Deans Council, was held on January 25, 1967 at 1:30 p.m. in Kalamazoo, Michigan. This was probably the most important meeting, for this was the day the group decided to organize.

In reviewing the minutes (page 4, item #8) the Chairman, then James Dotseth, raised the issue of formulating an association of the technical deans. The minutes state simply that, "It was agreed that it should be done." The following members at the meeting were elected to offices for the calendar year 1967:

Chairman, James H. Dotseth, Oakland Community College
Vice-Chairman, F. Harold Matthews, Jackson Community College
Secretary/Treasurer, Charles Roche, Flint Community College

The tentative name was accepted as the Michigan Community College Technical Deans Council. No formal action was taken regarding the name of the group.

MICHIGAN COMMUNITY COLLEGE TECHNICAL DEANS COUNCIL

Minutes of the meeting at Kalamazoo, Michigan

DATE: January 25, 1967; 1:30 p.m.

PRESENT: Mr. Jon P. Adams, Schoolcraft College
Mr. James E. Cook, Kellogg Community College
Mr. James H. Dotseth, Oakland Community College
Mr. Francis Hiscock, Southwestern Michigan Community College
Dr. Paul R. Hunt, Washtenaw County Community College
Mr. Edward J. Huttenga, Muskegon County Community College
Mr. Robert Kollin, Monroe County Community College
Mr. Thomas McClure, Lansing Community College
Mr. F. Harold Matthews, Jackson County Community College
Mr. Alan E. Reed, Alpena Community College
Mr. Charles Roche, Flint Community Junior College
Mr. Maurice D. Swift, Montcalm County Community College
Mr. Arthur Elges, Henry Ford Community College
Mr. Herbert H. Tedder, Northwestern Michigan Community College
Mr. Glenn C. Smith, Division of Vocational Education
representing Mr. Robert M. Winger

COPY

1. The chairman, Mr. Dotseth, called the meeting to order at 1:30 p.m. He introduced members of the Planning Committee: Jon P. Adams, Arthur Elges, Harold Matthews, Alan Reed and himself. He stated that the Planning Committee suggested that he serve as chairman in order to initiate the meeting, send notices, and serve until officers were elected.

2. Dr. George Kohrman, Professor and Chairman of the Industrial and Technical Education Division, Western Michigan University, was asked to say a few words. He stated that this was the first group outside of the college which has had the opportunity to meet in the conference room of the new Industrial-Technical Building. He discussed the technical programs at Western Michigan University. He stated that their staff has discussed the potentials of community colleges establishing a Pre-Technical Teacher Education Program. The students would then attend Western Michigan for their junior and senior years to earn a Baccalaureate Degree in Industrial Education.

   Dr. Kohrman discussed the new building at Western Michigan. He stated that it contains 225,000 square feet. The total cost including equipment is established at 4½ million dollars. Western Michigan's enrollment now has 45% of their students who are freshmen and sophomores and 55% of the students who are juniors and seniors. This reflects the community college programs throughout the state which are doing an excellent job for freshmen and sophomores.

Mr. Kohrman offered the services of his department and staff to assist the community college technical deans in any manner possible.

3. Mr. Dotseth mentioned to the group that it may be appropriate to think in terms of the Elges-Turnquist concepts of vocational-technical education. They have divided occupational education into four galaxies. They are: (1) visual communications, (2) materials and processes, (3) energy and propelsion, and (4) personal services.

Mr. Dotseth continued with the belief that occupational programs should be further divided into ten divisions. They are:

1. Agriculture
2. Business
   a. accounting
   b. marketing
   c. office
3. Data Processing
4. Food Services
5. Graphic Arts
6. Home Economics
7. Industrial
8. Paramedical
9. Personal Services
10. Public Services

Mr. Jon Adams stated that his concepts of divisions for community college were:

1. Business
2. Construction
3. Food Production
4. Health
5. Manufacturing
6. Personal Services
7. Service Industries

There appeared to be enough concern that the Technical Deans Council should give the Divisions of Occupational Programs within the community colleges careful study and come to some general agreement which would be more or less guidelines to follow.

4. Mr. Harold Matthews discussed the organizational line control for deans of technical community colleges. He stated very emphatically that if a technical dean is to be effective, he must have direct line responsibilities to the chief administrator. This is especially true when community colleges, if they are to be effective and perform the functions for which they are intended, ought to have over 50% of students in occupational or career programs rather than the transfer.

Mr. Matthews further discussed the problems which were listed during the Technical Deans Meeting on October 14, 1965 in Lansing. The problems listed were formulated under major headings and distributed to all those in attendance. Copies were also mailed to those who were invited to the January 25 meeting.

The Planning Committee had developed criteria for membership for the Michigan Community College Technical Deans Council. The membership criteria is: (1) The Dean or Director must have over-all responsibilities

for occupational or career programs at the community college with which he is affiliated, (2) There will be only one member from a community college and the membership will be invitational requiring unanimous agreement by the Technical Deans Council, (3) The community college must offer at least five occupational programs as interpreted by the Vocational-Education Act of 1963, (4) The technical deans must be vocationally qualified as designated in the State Plan for Vocational Education, Bulletin No. 201, January 1, 1965, Revision, and (5) The community college or institution must be public tax supported.

Mr. Matthews stated that there should be a greater coordinated effort on the part of community college technical deans. There should be the opportunity for all to work more closely together and to assist each other for the welfare of education at this level.

5. Mr. James Cook reviewed the concerns of technical deans as outlined in the October 14, 1965 meeting. Some of the current concerns that he listed were as follows:

1. What should the organization pattern be for a community college technical dean to be most efficient?
2. What approach may be taken to resolve organizational patterns?
3. What is the best method to focus on problems?
4. What are the real objectives for community colleges?
5. What procedure could be used for sharing of faculty recruitment?
6. What are the duties of department chairmen and where do they sit in the community college organization pattern?
7. What are the best procedures for organizing Advisory Committees?
8. What affiliations should community college technical deans have with other groups?
9. Is there a criteria to do more with articulation?
10. What is the best procedure to develop curricula?
11. What are the real problems of operation?
12. What research needs to be accomplished?
13. What areas should be given greater consideration in retraining?
14. Where are the gaps in teacher education?

COPY

15. What is the real meaning of technology education?

6. Mr. Glenn Smith of the Division of Vocational Education, Department of Public Instruction, was asked to make some comments.

Mr. Smith discussed to some extent the real need for vocational counselors at community colleges. Admittedly there are very few available, but strong steps should be taken in order that this real gap in community colleges is closed.

Mr. Smith mentioned that perhaps consideration should be given to a differential of reimbursement for secondary school directors and community college technical deans. He thought that the Technical Deans Council should have a real impact upon education and that the beginning of a group of this nature was a good idea.

7. The Area Vocational School Policy was discussed. It was mentioned that there should be some composite thinking as far as the technical deans are concerned pertaining to the direction the State of Michigan should take in establishing a policy for Area Vocational Schools.

There appeared to be no question that there is a need for Area Vocational Schools in Michigan.

The combinations of operation for the Area Vocational School appeared to be the perplexing problem. The potentials of operation are:

1. Intermediate school districts
2. Secondary school districts as combined
3. Community college administration
4. The combination of one or more of the above

After considerable discussion, the community college technical deans agreed that the community college administration had all of the capabilities and administrative abilities to operate Area Vocational Schools. The authority for this operation is clearly spelled out in Act 331 of the Public Acts of 1966. This Act pertains to the law of the State of Michigan for operation of community colleges.

8. The chairman raised the issue of formulating an association of the technical deans. It was agreed that it should be done.

The following members were elected for the calendar year 1967: chairman, James H. Dotseth, Oakland Community College; vice-chairman, F. Harold Matthews, Jackson Community College; secretary-treasurer, Charles Roche, Flint Community Junior College.

The tentative name was accepted as the Michigan Community College Technical Deans Council. No formal action was taken regarding the title of the group.

The next meeting will be held Thursday, February 23, 1967, 6:00 p.m., at the Albert Pick Motel. The motel is located at the Junction of M 78 and M 43 (also called Grand River and Saginaw). Leave expressway at the Pine Tree exit.

C

The meeting is arranged by Mr. Thomas McClure, Lansing Community College. This is a dinner meeting and you may wish to make reservations at the motel as well as attending the Technical Deans Council meeting.

No formal agenda has been developed; consequently, it may be a good idea if each member would give consideration to items which would be high on the priority for discussion.

O

Another meeting to coincide with the Michigan Industrial Education Society Convention at Cobo Hall is being arranged by Mr. Charles Roche, Flint Community Junior College. The meeting is scheduled from 2:00 p.m. to 6:00 p.m. in Room 3042.

Respectfully submitted,

P

Charles Roche
Secretary-Treasurer

Y

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

SECOND MEETING

The next meeting was held on February 23, 1967 at 6 p.m. at the Albert Pick Motel in Lansing, Michigan. The group discussed the possible title of their organization and they agreed that the title might be the Michigan Community College Instructional Administrators Council.

The major objectives of the Council would be mutual assistance, exchange of programs, establishing guidelines for standards of instruction, assisting in recruiting of staff, improvement of instruction, research interpretation, programs of articulation, high school, 4-year institutions, business/industry quality, faculty, government agencies and vocational counselors. Also discussed was the apparent lack of strong inservice training for teachers in the State of Michigan. Also discussed was the standards used for developing or calculating work load for faculty in community colleges.

Standing committees for the organization were discussed. No formal action was taken but potential committees were: constitution, membership, legislation, occupational program divisions, curriculum, facilities, equipment, faculty recruitment, federal programs, apprenticeship, faculty work load, inservice training and teacher education. The meeting adjourned at 10:30 p.m.

MICHIGAN COMMUNITY COLLEGE OCCUPATIONAL PROGRAMS DEANS COUNCIL

Minutes of the meeting at Lansing, Michigan

DATE: February 23, 1967; 6:00 p.m.

PRESENT: Mr. Jon P. Adams, Schoolcraft College
Mr. James H. Dotseth, Oakland Community College
Mr. Francis Hiscock, Southwestern Michigan Community College
Dr. Paul R. Hunt, Washtenaw County Community College
Mr. Thomas McClure, Lansing Community College
Mr. Alan E. Reed, Alpena Community College
Mr. Maurice D. Swift, Montcalm County Community College
Mr. Herbert H. Tedder, Northwestern Michigan Community College
Mr. Robert M. Winger, Division of Vocational Education, State Department of Education

ABSENT: Mr. James E. Cook, Kellogg Community College
Mr. Edward J. Huttenga, Muskegon County Community College
Mr. Robert Kollin, Monroe County Community College
Mr. F. Harold Matthews, Jackson County Community College
Mr. Charles Roche, Flint Community Junior College
Mr. Arthur Elges, Henry Ford Community College

1. The Council met for dinner at 6:00 p.m. at the Albert Pick Motel, Lansing.

2. The chairman, Mr. Dotseth, called the meeting to order at 7:30 p.m.

3. All members and guests were introduced.

4. The chairman reported on the Steering Committee meeting regarding organization of a group which probably will be titled The Michigan Community College Instructional Administrators Council. Minutes of that meeting and the organizational pattern may be reviewed in the attached minutes.

5. Mr. Adams discussed the interest of industry in promoting workshops and conferences for community college occupational program deans.

   Mr. Dotseth stated that he would investigate a similar workshop regarding apprenticeship training with interested members of industry.

6. The group discussed the major objectives for the Council. Basically they were:

   Mutual assistance

   Exchange of programs

   Established guidelines for standards of instruction

Assistance in recruiting staff

Improvement of instruction

Research interpretation

Problems of articulation

High School

Four-year institutions

Business

Industry

Quality faculty

Government agencies

Vocational counselors

7. The group discussed the apparent lack of a strong in-service teacher-training program in the state. It was recommended that a resolution from the Council be prepared and sent to Mr. Winger.

8. The most immediate problem appears to be standards of a work load for faculty. A motion was made, seconded, and carried unanimously that all members of the Council should submit their own conception of a faculty work load to the chairman by Friday, February 24, 1967. Four recommendations of work load were received.

9. Standing Committees were discussed but no formal action was taken. Potential committees mentioned were:

(a) Constitution

(b) Membership

(c) Legislation

(d) Occupational Program Divisions

(e) Curricula

(f) Facilities

(g) Equipment

(h) Faculty Recruitment

(i) Federal Programs

(j) Apprenticeship

(k) Faculty Work Load

(l) In-Service Training

(m) Teacher Education

10. It was agreed that the next meeting would be on Friday, April 7, 1967, 2:00 p.m., Room 3042, Cobo Hall, Detroit. The meeting is scheduled for the same time that the Michigan Industrial Education Society meets because most of the deans would be in attendance at this State Convention.

11. The meeting adjourned at 10:30 p.m.

JHD:djv

Minutes
Steering Committee of Instructional Administrators
Flint Community Junior College
February 23, 1967

Karl J. Jacobs provided a brief historical background for the meeting.

1. What echelon of administrator would qualify for membership in the organization?

   General agreement by Steering Committee that only administrators having broad responsibilities would qualify for membership (above departmental level). Because of the unique organizational structuring of community colleges there may be a problem in identifying whether certain administrators technically qualify for membership. It was suggested that the final decision of whether an administrator qualifies would rest with the "division" affected.

2. What should be the scope of this organization?

   Questions were raised as to whether the organizational membership should be restricted to instructional administrators, as the charge from the M.A.J.C.C. group meeting last October would indicate, or should there be a broader base to include other areas of the college?

   If there should be a broader base to the organization, should it include student personnel and continuing education?

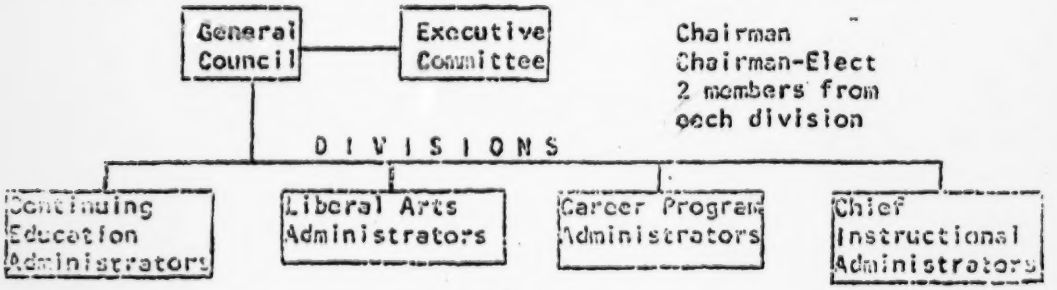
   Related to the above was the question of whether "instructional" includes both credit and non-credit courses taught.

   (The scope of the organization that was tentatively agreed upon is indicated in the organizational chart listed below.)

   *Jacobs has learned since the last meeting that the student personnel deans have not formally met to structure an organization. A meeting was called by Professor Max Raines, Michigan State University, but for some reason it was cancelled. There may be an interest by the student personnel deans in belonging to this organization.

3. What would be the organizational pattern of such a proposed group?

   Michigan Community College Instructional Administrators Council



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4. How should the organization be financed?

It was agreed that a registration fee should be charged. Institutional membership does not seem possible at this time.

5. Should the proposed "Michigan Community College Instructional Administrators Council" be affiliated with the M.A.J.C.C., M.C.C.C.A. or independent?

There was no support by the steering committee to affiliate with the M.A.J.C.C.

Jacobs was charged with contacting Dr. Robert Turner, president of M.C.C.C.A. to explore the possibility of affiliating with the M.C.C.C.A.

Dr. Turner was receptive to the idea of affiliation. Jacobs will report in detail to the Steering Committee at the April 27, 1967 meeting at Henry Ford Community College.

6. What would be the objectives of this group?

The following objectives were outlined.
(Note minutes of Instructional Administrators at the M.A.J.C.C. Conference, October 21, 1966.)

A. Support and aid the work of the Boards of Control and Chief Executive Officer of the community colleges.

B. Develop a familiarity with the facilities and educational programs of the community colleges in the State.

C. Discuss problems of mutual concern to administrators and to make appropriate recommendations.

D. Explore ways of improving instruction and other aspects of the community college program.

E. Provide a forum from which personal relationships may be enhanced to aid individual administrators in the carrying out of their responsibilities.

Submitted by:
Karl J. Jacobs

KJJ/pk

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

NAMING OF MODAC

In reviewing the minutes of some of the meetings, it appears as though the individuals who originated the meetings, James Dotseth and Harold Matthews, began calling the group the Deans of Vocational/Technical Education of Community Colleges. An official name for the organization was developed at the Michigan Community College Occupational Deans Council at their meeting on Wednesday, June 28, 1967. The minutes of the meeting (page 2, #6), indicate that "Considerable time was spent in attempting to find an acronym which would relate to the Occupational Deans Council. The best letters were "MODAC" which might mean Michigan Occupational Deans Administrators Council." This name stuck because the agenda for the January 18, 1968 (item #3) called for the "Official Ceremony: Signing of the certificate of charter membership in M.O.D.C." I can only assume that M.O.D.C. was really to mean M.O.D.A.C.

MICHIGAN COMMUNITY COLLEGE OCCUPATIONAL DEANS COUNCIL

Minutes of the Meeting in Alpena, Michigan

DATE: Wednesday, June 28, 1967

PRESENT: Mr. James Dotseth, Chairman, Oakland Community College
Mr. Francis Hiscock, Southwestern Michigan College
Mr. Robert Kollin, Monroe Community College
Mr. Alan Reed, Alpena Community College
Mr. Herbert H. Tedder, Northwestern Michigan Community College

GUEST: Mr. Otto Vap, Northwestern Community College

ABSENT: Mr. F. Harold Matthews, Jackson County Community College
Mr. Thomas McClure, Lansing Community College
Mr. Edward J. Huttenga, Muskegon County Community College
Dr. Paul Hunt, Washtenaw County Community College
Mr. Charles Roche, Flint Community Junior College
Mr. Robert Steely, Kellogg Community College
Mr. Maurice Swift, Montcalm County Community College
Mr. Robert M. Winger, Department of Education, Lansing
Mr. Jon P. Adams, Schoolcraft Community College
Mr. Arthur Elges, Henry Ford Community College

1. The meeting was called to order by the chairman at 10:00 a.m.

2. The minutes of the last meeting were read and accepted as published.

3. Letters of regret of attendance for the meeting, written by Mr. Matthews and Mr. McClure, were read and their reason for being absent accepted.

4. Mr. Dotseth explained the progress in regard to the Instructional Administrators Council Steering Committee Meeting. The Steering Committee last met on Thursday, May 25, 1967 at Macomb Community College. Dr. Robert Turner, President of the Michigan Council of Community College Administrators, met with the Steering Committee for the full time. He stated that all Presidents were not in complete accord with a group which may call itself Michigan Community College Instructional Administrators Council, but he was quite sure that the majority felt that it would be a good organization. A number of assignments that the President's group does not have time to do could be referred to the instructional administrators group.

5. Mr. Kollin reported that the student personnel group of community colleges were organizing their own association.

6. The chairman read the letter received from Dr. Lewis R. Fibel, Specialist in Occupational Education for the American Association of Junior Colleges. A copy of the letter is attached to the minutes for information to all members.

   Considerable time was spent in attempting to find an acronym which would relate to the Occupational Deans Council. It was most difficult to find an acronym which would be meaningful and have a punch. The best letters were "MODAC" which might mean Michigan Occupational Deans Administrators Council.

   The members agreed that the chairman could reply to Dr. Fibel giving the criteria for membership which could be included in the American Association of Junior Colleges Occupational Education Bulletin.

7. In discussing the many problems and issues that occupational deans encounter, it was suggested that a survey form be mailed to the members requesting their opinions pertaining to the length of training for M.D.T.A. programs. The chairman agreed to formulate a survey form and mail to members to collect the data.

8. Mr. Kollin raised the issue of a cooperative education model for community colleges. He has a great need for something that would be acceptable. Mr. Kollin will mail all members a copy of what he considers a cooperative education model. The members should immediately review, express their opinions, and return it to Mr. Kollin. He will have the final copy for review at the next meeting.

9. The faculty work load issue was raised again. It appears that this is one of the most important issues to the Council. Definite steps should be taken and a model prepared which could be used by all community college occupational deans as a pattern to follow. It was suggested that Messrs. Adams and Hunt have a model of faculty work load ready for review by the members for the next meeting. If at all possible, it was suggested that the model be mailed to members prior to the next meeting.

10. The chairman raised the issue of vocational administration in the various community colleges. This related to the research study completed by Mr. Adler and Mr. Langdon. Mr. Dotseth had his secretary retype the report in order for it to be readily deciphered.

    Some of the members did not recall receiving a copy of the Vocational Education Administrative Study. Therefore, Mr. Hiscock agreed to take the typed copy and mail one to all members of the Council. He was also asked to carefully review the results of the study and attempt to prepare some bar graphs which would indicate the variance of administrative assistance among community colleges. The chairman thought that this information would be of great value if it could be prepared in a manner which would be more easily understood.

11. The chairman again suggested that the Council agree on divisions in technical education. Some of the members were interested in a copy of information which he had. The divisions that Mr. Dotseth is interested in having the Council accept are:

Agriculture	Home Economics
Business	Industrial
Construction	~~Paramedical~~ Health occupations
Data Processing	Personal Services
Food Services	Public Services
Graphic Arts	

It does not mean that a particular community college must have all of these divisions, but if the occupational deans would use these for their long range planning, a consistant pattern would be established.

12. There was no report for the following assignments:

Industry Workshops

Apprenticeship - James H. Dotseth
Electrical - Jon Adams
Paramedical - Robert Steely
Chemical - Paul Hunt

Faculty Dress - Charles Roche

In-Service Instructor Training - Robert Winger

13. The Membership Committee - Messrs. Matthews and Reed - will check the following community colleges as to the appointment of a Dean of Technical Education. There appears to be some information that they may qualify because of recent appointments:

a. Delta Community College
b. Clare-Gladwin Community College
c. Glenn-Oaks Community College

If the Membership Committee finds that these community colleges have appointed an individual who meets the five criteria for membership, the chairman should be informed in order that he may send a letter of invitation to become a member. The secretary should be informed in order that the minutes and agenda for subsequent meetings may be mailed to these individuals.

14. The next meeting was scheduled for Thursday, October 19, 1967, 10:00 a.m. at Delta Community College. The Michigan Association of Junior Colleges will meet on Thursday and Friday at Delta Community College and the Council thought this would be a good time to be able to attend both meetings.

15. The Council adjourned at 3:00 p.m. in order that they could take advantage of a cruise on Thunder Bay on Mr. Jesse Besser's yacht. The Council was honored by having Mr. Besser himself accompany them on this 3-hour excursion.

    The skipper of this 38 foot chris-craft deluxe pleasure craft was Mr. Clem Mason, a pleasant sailor as jovial as they come. The Council was also honored by having Dr. Jack Petosky, Dean Elect of Alpena Community College, accompany them on the cruise.

    The cruise was highlighted by the skipper passing across a reef in Thunder Bay where the big white fish lay waiting for the currents to send the most appetizing morsals their way for enjoyment.

    The rowing and pitching of the craft did not bother any of the hearty members of the Council.

    On the cruise to the docking slip for the yacht, the skipper turned the con over to the chairman of the Council. It was only natural to see the broad grin on his countenance as he cruised across Thunder Bay with the yacht beating on the waves and the spray pounding across the flying bridge. Those who were absent from the meeting can never realize the highlight of this particular meeting in Alpena.

16. The Council left for their various home localities at 6:00 p.m. after toasting the skipper for his part of the cruise.

Respectfully submitted,

James H. Dotseth
Chairman

JHD:djv

AMERICAN ASSOCIATION OF JUNIOR COLLEGES

1315 SIXTEENTH STREET, N.W., WASHINGTON, D.C. 20036 | PHONE 462-4031

EDMUND J. GLEAZER, JR.
Executive Director

WILLIAM G. SHANNON
Associate Executive Director

June 16, 1967

Mr. James H. Dotseth, Director
Technical Education
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, Michigan

Dear Jim:

Thank you very much for your letter of June 7 informing me of the organization of the Michigan Community College Occupational Deans Council. Can you get an acronym from that that has some punch?

I should like very much to put a short squib concerning the formation of the Council in our Occupational Education Bulletin. May I have your permission to do so?

I hope that you will keep me informed of the activities of the Council. In fact, I would be delighted to meet with them at some time if this would be appropriate.

With very best wishes to you and to this important activity.

Sincerely,

Lew

Lewis R. Fibel
Specialist in Occupational
Education

LRF:pg

MICHIGAN COMMUNITY COLLEGE OCCUPATIONAL DEANS COUNCIL

NEXT MEETING: Plan now to attend

DATE: Thursday, October 19, 1967

PLACE: Delta Community College

TIME: 10:00 a.m.

BUILDING: Will be notified

MOTEL: Will be notified

AGENDA:

1. Review of minutes of June 28, 1967, Alpena meeting

2. Committee Reports:

   (a) Membership - Matthews and Reed
   (b) Faculty Work Load - Adams and Hunt
   (c) Community College Cooperative Education Plan - Kollin
   (d) In-Service Community College Instructors Plan - Adams and Hunt
   (e) Faculty Appearance Policies - Roche
   (f) Occupational Divisions in Community Colleges - Dotseth
   (g) M.D.T.A. Institutional Hours of Instruction - Dotseth
   (h) Community College Occupational Administration - Hiscock

3. Industry Workshops

   (a) Apprenticeship - Dotseth
   (b) Chemical - Hunt
   (c) Electrical - Adams
   (d) Paramedical - Steely.

4. Tour of Delta Community College

5. New Business

   (a)
   (b)
   (c)

6. Next Meeting

7. Adjournment 4:00 p.m.

JHD:djv

MICHIGAN COMMUNITY COLLEGE OCCUPATIONAL
DEANS COUNCIL (M.O.D.C.)

November 30, 1967

The meeting tentatively scheduled for December 14 at Jackson Community College has been rescheduled for January 18, 1968 at 10:00 a.m. There will be no December meeting of M.O.D.C. Harold Matthews will send a map and other details early in January.

AGENDA

1. Review minutes of the meeting on November 17 at Henry Ford Community College.
2. Report by member Kollin on the Community College Administrative Council's Steering Committee meeting at Monroe on November 28.
3. Official ceremony: Signing of the certificate of charter membership in M.O.D.C. by each member. (Pen will be thereafter sealed in a vacuum container and placed behind the cornerstone of the next new occupational facility to be built at a Michigan Junior College.)
4. Nomination, election, and inauguration of new officers, conducted by member Swift.
5. Official inaugural address by new chairman.
6. Lunch
7. Tour of facilities and area vocational school classes.
8. Discussion of area vocational education in Jackson County.

James Dotseth, Chairman, M.O.D.C.
Director of Career Education
Oakland County Community College

NOTE: The following phone numbers have been changed -

Maurice D. Swift - 831-5211

Robert Kollin - 247-300

dnd

11/29/67

RECEIVED
DEC 6 1967
OFFICE OF CAREER EDUCATION

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

EARLY MEMBERSHIP POLICY AND MEMBERSHIP LIST (1969)

Review of MODAC minutes revealed the following early membership policies and an early membership list. This seems to be the first organized attempt at real membership policies.

April 17, 1969

MEMBERSHIP POLICY

The policy on membership for MODAC

Because of its broad general goals and objectives it must be acted upon individually by a standing committee with responsibilities for the same. The guidelines for this membership committee shall be:

1. Membership in MODAC will be by invitation only.
2. Person to be considered for membership should be:
    a. Administrator of occupational education in a community college.
    b. Designated by the chief administrator of the community college as being the top occupational administrator for the college, ~~or campus in case of a multi-campus college.~~

(In the event that a multi-campus college has one overall Dean for occupational education, he would be the only eligible one for membership.)

3. The college represented:
    a. Public institution.
    b. Offer or plan to offer educational programs.
4. Nomination for membership may be submitted to the committee by any qualified member of MODAC.

Membership committee shall take action on the nominations by the next regular scheduled meeting of MODAC.

Respectfully submitted,

Membership Committee

MODAC

PROPOSED ADJUSTED MEMBERSHIP POLICY

1. A written invitation, signed by the chairman, will be forwarded to a Dean being considered before he is asked to attend a meeting.

2. There will be only one member from each community college. Exceptions will be handled by the Membership Committee.

3. The community college must offer at least five occupational programs as interpreted by the Vocational Education Act of 1963.

4. The Occupational Dean must be vocationally qualified in accordance with the State Plan of Vocational Education.

5. The community college or institution must be public tax supported.

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

COLLEGE	NAME AND ADDRESS	OFFICE TELEPHONE	HOME TELEPHONE
ALPENA COMMUNITY COLLEGE	Alan E. Reed, Director Vocational-Technical Education ALPENA COMMUNITY COLLEGE 666 Johnson Street Alpena, Michigan 49707	517 356-0900	
BAY DE NOC COMMUNITY COLLEGE	A. Anderson, Division Chairman Business and Applied Technical BAY DE NOC COMMUNITY COLLEGE Escanaba, Michigan 49829	906 786-5802	
BUREAU OF HIGHER EDUCATION	Fred Whims BUREAU OF HIGHER EDUCATION Program Planning Section Box 420, Prudden Building Lansing, Michigan 48902	517 373 3822	
A COLLEGE	Arthur Oettmeier Assoc. Dean for Occupational Prog. DELTA COLLEGE University Center, Mich. 48710	517 686-0400 Ext. 262 or 263	517 696-0943
DEPARTMENT OF EDUCATION	Art Francis, Consultant Technical Education DEPARTMENT OF EDUCATION Division of Vocational Education Box 928 Lansing, Michigan 48904	517 373-3370	
DEPARTMENT OF EDUCATION	Dr. William Pierce Deputy State Director DEPARTMENT OF EDUCATION Division of Vocational Education Box 928 Lansing, Michigan 48904	517 373-3373	
FLINT COMMUNITY JUNIOR COLLEGE	Charles Roche Dean of Technical Education FLINT COMMUNITY JUNIOR COLLEGE 1401 East Court Street Flint, Michigan 48503	313 238-1631	

COLLEGE	NAME AND ADDRESS	OFFICE TELEPHONE	HOME TELEPHONE
OAKS COMMUNITY .GE	M. A. Myckowiak Vocational Technical Dean GLEN OAKS COMMUNITY COLLEGE Centreville, Michigan 49032	616 467-9945	
GOGEBIC COMMUNITY COLLEGE	Oliver Koski, Director Vocational-Technical Education GOGEBIC COMMUNITY COLLEGE Ironwood, Michigan 49938	906 932-4231	
HENRY FORD COMMUNITY COLLEGE	Arthur J. Elges, Dean Technical Education HENRY FORD COMMUNITY COLLEGE 5101 Evergreen Road Dearborn, Michigan 48128	313 271-2750	
HIGHLAND PARK COLLEGE	Dr. W. J. Valade, Director Vocational Education HIGHLAND PARK COLLEGE 12541 Second Avenue Highland Park, Michigan 48203	313 868-1264	
ON COUNTY UNITY COLLEGE	F. Harold Matthews, Dean Vocational-Technical Education JACKSON COUNTY COMMUNITY COLLEGE Emmons Road Jackson, Michigan 49201	517 787-0800	517 784-5664
KALAMAZOO VALLEY COMMUNITY COLLEGE	R. Andreason Dean of Science & Technology KALAMAZOO VALLEY COMMUNITY COLLEGE 1924 Whites Road Kalamazoo, Michigan 49001	616 381-3211	
KELLOGG COMMUNITY COLLEGE	Robert Steely Dean of Applied Arts & Sciences KELLOGG COMMUNITY COLLEGE 450 North Avenue Battle Creek, Michigan 49016	616 965-3931	616 964-0579
KIRTLAND COMMUNITY COLLEGE	Wayne Krueger, Dean Technical and Vocational Education KIRTLAND COMMUNITY COLLEGE Roscommon, Michigan 48653	517 275-5121	

COLLEGE	NAME AND ADDRESS	OFFICE TELEPHONE	HOME TELEPHONE
LAKE MICHIGAN COLLEGE	A. Martin Elderswеld Dean of Technologies LAKE MICHIGAN COLLEGE 711 Britain Street Benton Harbor, Michigan 49022	616 927-3571	
LANSING COMMUNITY COLLEGE	Thomas MacClure, Dean Special Projects and College Services LANSING COMMUNITY COLLEGE 419 N. Capital Avenue Lansing, Michigan 48914	517 489-3751 Ext. 207	517 332-5765
MACOMB COUNTY COMMUNITY COLLEGE	Max Covert Dean of Occupations MACOMB COUNTY COMMUNITY COLLEGE South Campus 14500 - 12 Mile Road Warren, Michigan 48093	313 772-8000 Ext. 434-5	313 541-2191
MID MICHIGAN COMMUNITY COLLEGE	Francis Mitchell Dean of Applied Arts MID MICHIGAN COMMUNITY COLLEGE Harrison, Michigan 48625	1—517 539-~~3610~~ -7126	
MONROE COUNTY COMMUNITY COLLEGE	Robert Kollin Dean of Instruction MONROE COUNTY COMMUNITY COLLEGE 1555 S. Raisinville Road Monroe, Michigan 48161	313 242-7300 Ext. 221	313 242-5147
MONTCALM COUNTY COMMUNITY COLLEGE	Maurice D. Swift, Dean Vocational & Technical Education MONTCALM COUNTY COMMUNITY COLLEGE Sidney, Michigan 48885	517 ~~831-5211~~ 328-2111	517 831-4466
MUSKEGON COUNTY COMMUNITY COLLEGE	Edward J. Huttenga, Dean Technical & Vocational Education MUSKEGON COUNTY COMMUNITY COLLEGE 756 Emerald Street Muskegon, Michigan 49440	616 726-4711	
NORTHWESTERN MICHIGAN COMMUNITY COLLEGE	Herbert H. Tedder Director Vocational Education NORTHWESTERN MICHIGAN COLLEGE 1701 East Front Street Traverse City, Michigan 49684	616 946-5650	

COLLEGE	NAME AND ADDRESS	OFFICE TELEPHONE	HOME TELEPHONE
AND COUNTY NITY COLLEGE	James H. Dotseth Director of Career Education OAKLAND COUNTY COMMUNITY COLLEGE 2480 Opdyke Road Bloomfield Hills, Michigan 48013	313 476-9400 Ext. 238	313 334-2225
SCHOOLCRAFT COMMUNITY COLLEGE	Jon P. Adams Dean of Instruction SCHOOLCRAFT COLLEGE 18600 Haggerty Road Livonia, Michigan 48151	313 591-6400 Ext. 330	313 261-0628
SOUTHWESTERN MICHIGAN COMMUNITY COLLEGE	Francis Hiscock Dean of Applied Sciences SOUTHWESTERN MICHIGAN COLLEGE Cherry Grove Road Dowagiac, Michigan 49047	616 782-5113 Ext. 30	616 782-7349
ST. CLAIR COUNTY COMMUNITY COLLEGE	Dr. Arnold E. Metz, Dean Vocational-Technical Education ST. CLAIR COUNTY COMMUNITY COLLEGE 323 Erie Street Port Huron, Michigan 48060	313 984-3881	313 FA9-2847
TENAW COUNTY COMMUNITY COLLEGE	Dr. Paul Hunt, Dean Occupational Studies WASHTENAW COUNTY COMMUNITY COLLEGE 1150 Midway Ypsilanti, Michigan 48197	313 483-5152	
WEST SHORE COMMUNITY COLLEGE	John Schwetz, Dean Vocational Technical Instruction WEST SHORE COMMUNITY COLLEGE 101-1/2 North Main Scottville, Michigan 49454	616 757-4762	

2/12/69

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

EARLY CONSTITUTION, BY-LAWS AND CERTIFICATE OF MEMBERSHIP

This constitution and by-laws are the first to be published by MODAC. The certificate of membership included in this section was evidently given to all new members.

40

CONSTITUTION

and

BY - LAWS

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

ARTICLE I - NAME AND PURPOSE

Section 1. Name. The name of the association is Michigan Occupational Deans Administrative Council.

Section 2. Purpose. The primary purpose or purposes for which the association is formed are as follows: The purpose of the Michigan Occupational Deans Administrative Council shall be to promote and support Community College education in the State of Michigan; more specifically, the purposes shall be, but not limited to:

1) Exchange information and ideas relative to the establishment, development and operation of Community College occupational education.

2) Cooperate with appropriate units of education, business, labor, government, industry and other organizations.

3) Conduct and/or cooperate in appropriate research projects concerning Community College occupational education.

4) Advise, provide council and make recommendations concerning the current status and future needs of Community College occupational education to the Michigan Community College Association, State Department of Education, Community Colleges, Baccalaureate institutions and other organizations in the State providing occupational education in keeping with the "Community College Concept".

5) Cooperate with other associations of administrators in promoting the Michigan Community College movement.

6) Consul and assist upon request, individual Michigan colleges on matters of occupational education.

7) Articulate and cooperate with leaders in education in the career concepts of occupational education.

8) Actively promote public support and understanding for career education programs in the community college.

ARTICLE II - MEMBERSHIP

Section 1. Regular Membership. A college administrator, above the level of department and/or divisional chairman who has the overall responsibility for all occupational education at that college and/or campus, is automatically eligible to become a member on the payment of the current annual membership dues.

Section 2. Associate Membership. Individual performing functions in keeping with the spirit of the definition for Regular Membership may be invited to join, or may make application to the association as non-voting associate members. Approval shall be based upon the simple majority vote of the Executive Committee.

Section 3. Honorary Membership. An individual may be invited to honorary membership in the association, with the same rights as an associate member, upon the recommendation of the Executive Committee and the approval of the regular membership through a simple majority vote.

Section 4. Withdrawal From Membership. Any member of the Association, Regular or Associate, may withdraw therefrom by notifying the President of the Association of his desire. In no way shall the Association be bound or obliged to rebate dues upon the withdrawal of a member.

Section 5. Suspension of Membership. Any Regular or Associate member of the Association who is arrears in his membership dues for more than six months, after July 1 in any year, shall be automatically suspended and removed from the membership roll of the Association, unless previous arrangement has been made for the later payment.

Section 6. Termination of Membership. Any Regular or Associate member may be dropped from membership in the Association for any conduct which tends to injure the Association or to adversely affect its reputation or conduct, that is, conduct that is contrary to the objectives as stated in the by-laws of the Association. Any Regular or Associate member charged with engaging in any such conduct shall be given the opportunity to present evidence in his behalf through witness or otherwise; shall be given notice of the precise nature of the charges against him; shall be given the opportunity to confront witnesses against him; shall have the right to appeal and to have a hearing before the Executive Committee whose decision shall be final. Termination procedure may be initiated by any member in good standing, by presenting to the President a written grievance stating clearly the request and its justification.

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ARTICLE III - DUES

Section 1. Flow Prescribed. The membership dues shall consist of an annual assessment of Ten ($10.00) Dollars to each individual member both Regular and Associate. The amount of annual membership dues is to change upon the recommendation of the Executive Committee and a simple majority vote of the Regular Membership at the annual meeting.

Section 2. Purpose. Dues and assessments shall be used solely for the purpose of financing the programs and activities of the Association as approved by the voting membership. In no instance shall the elected officiers or members of the Association receive any compensation for their services as such to the Association.

ARTICLE IV - FISCAL YEAR

Section 1. Fiscal Year. The fiscal year of the Association shall be from July 1 to and including June 30.

ARTICLE V - MEETINGS OF THE MEMBERSHIP OF THE ASSOCIATION

Section 1. Annual. The annual meeting of the membership of the Association shall be held in the spring at a time and place to be determined by the Executive Committee.

Section 2. Special. Special meetings of the membership of the Association may be called by the President, Executive Council, or by written request of seven regular members, or by a majority of the members. Written notice of the time and place of any special meeting shall be mailed to each member at least ten days in advance of the date set for the meeting. Such notice shall state the purpose for which the meeting is called; no other business shall be transacted thereat.

Section 3. Regular. There shall be at least two Regular meetings of the Association membership in addition to the Annual meeting. The number and dates of Regular meetings each year shall be determined upon recommendation of the Executive Committee and a simple majority vote of the Regular membership at the Annual meeting. The locations of all meetings of the Association shall be decided by the Executive Committee.

tion 4. Quorum. One half of the Regular members in attendance shall constitute a quorum.

Section 5. Voting. All Regular members in good standing shall have the right of discussion and voting on all issues and for all officers of the Association. All Associate members in good standing shall have the right of discussion on all issues, but shall not have any voting rights.

Section 6. Attendance. The meetings of the Association shall be open to all Regular and Associate members of the Association who are in good standing. Guests may be invited to attend Association Meetings.

ARTICLE VI - OFFICERS

Section 1. Personnel. The officers of the Association shall be President, Vice President, Secretary, and Treasurer. The officers shall be Regular members in good standing of the Association.

Section 2. Election. Officers shall be elected annually at the Annual meeting of the Association. They shall be elected at large by secret ballot from the Regular membership of the Association. They shall serve a one year term or until their successors are elected. No person shall be elected for more than two consecutive terms to the same office. The term of office shall coincide with the fiscal year of the Association.

Section 3. Vacancies. In case of a vacancy in any office the vacancy shall be filled by a majority vote of the Regular members at the next meeting. The Executive Committee is empowered to appoint a temporary officer for purposes of sustaining the Association until the next meeting.

Section 4. Nominations. The President of the of the Association, acting at least sixty days prior to the Annual meeting of the Association, shall appoint an ad hoc Nominations Committee from the Regular membership of the Association and exclusive of the incumbent Officers of the Association to be responsible for preparing a competitive slate of candidates for the offices of President, Vice President, Secretary and Treasurer, and for the at-large membership of the Executive Committee to be presented for consideration to the Regular membership of the Association at the time of the annual meeting.

Section 5. Duties of President. The President shall direct the activities of the Association in order that it may effectively achieve its goals as stated in Article I, Section 2 of the Constitution. The President shall preside at all meetings of the Association. He shall be

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Authorized to call special meetings of the Association and to appoint committees as he deems necessary. The President shall serve as Chairman of the Executive Committee and shall be an ex-officio member of all committees of the Association.

Section 6. Duties of Vice President. In the absence of the President, the Vice President shall perform the duties of the President. He shall serve as Vice Chairman and Recording Secretary of the Executive Committee.

Section 7. Duties of Secretary. The Secretary shall record all official proceedings of the Association. He shall be responsible for all official correspondence of the Association, including distribution of meeting announcements, memoranda, and minutes to the regular and associate members of the Association. He shall be a member of the Executive Committee, and shall serve as an Ex-officio member of all committees of the Association.

Section 8. Duties of Treasurer. The Treasurer shall receive all monies of the Association. He shall keep accounts of all receipts and expenditures of the Association, and shall present a written financial report to the Association at its annual meeting and at any time when requested to do so by the President of the Association or the Executive Committee. The Treasurer shall have responsibility for assessing and collecting dues. The accounts and records of the Treasurer shall be audited by the Executive Committee with the signatures of the auditors attached to their report reflecting the Treasurer's report as of the day prior to the date of the Annual meeting. The Treasurer shall be a member of the Executive Committee.

ARTICLE VII - EXECUTIVE COMMITTEE

Section 1. Membership. The Executive Committee of the Association shall be composed of the Officers of the Association, past President, and two members elected at large from the Regular membership of the Association at the annual meeting.

Section 2. Officers. The President of the Association shall serve as Chairman of the Executive Committee. The Vice President of the Association shall serve as Vice Chairman of the Executive Committee.

tion 3. Meetings. The Executive Committee shall hold regular meetings as deemed necessary in order to fulfill the duties assigned to it in the Constitution. The Chairman of the Executive Committee shall be

responsible for calling all meetings. The Vice Chairman shall be responsible for preparing the minutes of all Executive Committee meetings for distribution to the Association membership by the Secretary of the Association.

Section 4. Duties. The Executive Committee of the Association shall possess such power as shall be delegated to it in the Constitution or by the Regular membership of the Association. The Committee shall:

1) Be responsible for general planning and preparation of the agenda for association meetings and activities.

2) Determine the time and place of the Annual meeting, recommending the number and dates of regular meetings, and determining the locations of all meetings of the Association.

3) Conduct an Annual audit of all Association resources and expenditures prior to the Annual meeting of the Association and at the end of each fiscal year.

4) Decide upon all cases of membership termination.

ARTICLE VIII - BY-LAWS

Section 1. By-Laws. Procedure for implementation of this constitution and carrying out the business of the Association shall be established by the By-Laws.

ARTICLE IX - AMENDMENT

Section 1. Amendment. This constitution may be amended by a two-thirds affirmative vote of Regular members upon thirty days (30) prior notice in writing at the Annual Meeting or a special meeting called for this purpose.

ARTICLE X - PARLIAMENTARY AUTHORITY

Section 1. Parliamentary Authority. The business of this Association shall be conducted according to Robert's Rules of Order in all instances in which they are not inconsistent with the By-Laws of the Association.

ARTICLE XI - COMMITTEE APPOINTMENTS

Section 1. Appointment. The President shall appoint the members of the nominating committee and such other committees as deemed necessary and appropriate to properly conduct the affairs of the Association.

Section 2. Tenure. Committee appointments shall terminate on the date of the Annual Meeting or for ad-hoc committees when the specific assignment has been performed.

Section 3. Expenditures. No committee shall create any financial liability for the Association unless such an expenditure has been approved by the Executive Committee.

ARTICLE XII - RESOLUTIONS

Section 1. Initiation. Resolutions may be initiated by any regular member.

Let it be known to all who read this that

ARTHUR V. FRANCIS

Having fulfilled all requirements is a member of the

Michigan Community College Occupational Deans Administrator's Council.

And, therefore, in recognition we assert that

NORTH CENTRAL MICHIGAN COLLEGE

Qualifies to be represented by the above administrator of Career Education Programs witnessed this 15TH day of JULY in the year 1972.

ALPENA COMMUNITY COLLEGE

BAY de NOC COMMUNITY COLLEGE

DELTA COLLEGE

GLEN OAKS COMMUNITY COLLEGE

GOGEBIC COMMUNITY COLLEGE

GRAND RAPIDS JUNIOR COLLEGE

HENRY FORD COMMUNITY COLLEGE

HIGHLAND PARK COMMUNITY COLLEGE

JACKSON COMMUNITY COLLEGE

KALAMAZOO VALLEY COMMUNITY COLLEGE

KELLOGG COMMUNITY COLLEGE

KIRTLAND COMMUNITY COLLEGE

LAKE MICHIGAN COLLEGE

LANSING COMMUNITY COLLEGE

MACOMB COUNTY COMMUNITY COLLEGE (S. Campus)

MACOMB COUNTY COMMUNITY COLLEGE (C. Campus)

MID-MICHIGAN COMMUNITY COLLEGE

MONROE COUNTY COMMUNITY COLLEGE

MONTCALM COUNTY COMMUNITY COLLEGE

CHARLES STEWART MOTT COMMUNITY COLLEGE

MUSKEGON COUNTY COMMUNITY COLLEGE

NORTH CENTRAL MICHIGAN COLLEGE

NORTHWESTERN MICHIGAN COLLEGE

OAKLAND COMMUNITY COLLEGE

ST. CLAIR COUNTY COMMUNITY COLLEGE

SCHOOLCRAFT COLLEGE

SOUTHWESTERN MICHIGAN COLLEGE

WASHTENAW COMMUNITY COLLEGE

WAYNE COUNTY COMMUNITY COLLEGE

WEST SHORE COMMUNITY COLLEGE

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HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

MEMBERSHIP ROSTER (1973-1974)

Listed on the next few pages is the membership roster of the 1973-1974 Michigan Occupational Deans Administrative Council.

MODAC

1973-74 MICHIGAN OCCUPATIONAL DEANS-ADMINISTRATIVE COUNCIL

Revised May, 1974

COLLEGE		TELEPHONE
Alpena Community College	• Alan Reed, Dean Vocational-Technical Education Alpena Community College 666 Johnson Street Alpena, Michigan 49707 (MODAC Executive Council)	517-356-9021
Bay de Noc Community College	• Arne Anderson, Assistant Dean, Vocational Technical Programs Bay de Noc Community College 901 South Twelfth Street Escanaba, Michigan 49829	906-786-5802
Charles S. Mott Community College	Charles Roche Dean of Technical Education Charles S. Mott Community College 1401 East Court Street Flint, Michigan 48503	313-238 1631
Delta College	Charles White Arthur Oettmeier, Dean Academic Affairs Delta College University Center, Michigan 48710	517-686-9400
Glen Oaks Community College	Rodger Eckhardt, Dean Vocational-Technical Department Glen Oaks Community College Route #1 Centreville, Michigan 49032	616-467-9945
Gogebic Community College	• Gene Dahlin, Dean Vocational-Technical Education Gogebic Community College Alger Street Ironwood, Michigan 49938	906-932-4231
Grand Rapids Junior College	• Robert S. Duffy Asst. Dean for Occupational Education Grand Rapids Junior College 143 Bostwick Avenue, N.E. Grand Rapids, Michigan 49502 (Treasurer - MODAC)	616-456-4335

Henry Ford Community College	• Arthur Elges, Dean Technical Education Henry Ford Community College 5101 Evergreen Road Dearborn, Michigan 48128	313-271-2750
Highland Park Community College	• Dr. W. J. Valade, Director Continuing Education Highland Park Community College 12511 Second Avenue Highland Park, Michigan 48203	313-863-1264
Jackson Community College	• ~~[illegible]~~ Wally Ollila, Dean Vocational-Technical Education Jackson Community College 2251 Emmons Road Jackson, Michigan 49201	517-787-0800
Kalamazoo Valley Community College	• ~~Charles Kinnison~~ Peter D. Rush Dean of Instruction Kalamazoo Valley Community College 6767 West "O" Avenue Kalamazoo, Michigan 49001	616-375-5000
Kellogg Community College	• ~~James Cook (Through August, 1974)~~ Robert D. Steely (Sabbatical Leave) Dean Applied Arts and Sciences Kellogg Community College 450 North Avenue Battle Creek, Michigan 49016	616-965-3931
Kirtland Community College	• Garnet Stewart Dean of Occupational Studies Kirtland Community College Roscommon, Michigan 48653	517-275-5121
Lake Michigan College	• Benjamin Standen, [illegible]. Dean of ~~Business, Trade & Industry~~ Occupational Studies Lake Michigan College ~~711 Britain Street~~ 2755 E. Napier Avenue Benton Harbor, Michigan 49022	616-927-3571
Lansing Community College	• William Monroe, Dean Applied Arts & Sciences Lansing Community College 419 North Capital Avenue Lansing, Michigan 48914	517-373-7400

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	James D. Bowling, Acting Dean, Occupational Educat.	
Macomb County Community College South Campus	• Hubert D. Reid, Director Occupational Studies South Campus Macomb County Community College 14500 Twelve Mile Road Warren, Michigan 48089	313-779-7000
Macomb County Community College Center Campus	Austin Hartshorn, Director Occupational Studies Center Campus Macomb County Community College 16500 Hall Road Mt. Clemens, Michigan 48043 (~~Vice~~ President - MODAC)	313-465-2121
Mid-Michigan Community College	• ~~Thomas Hyquist~~ Charles Cooper Dean of Applied Sciences Mid-Michigan Community College Harrison, Michigan 48625	517-386-7792
Monroe County Community College	X Robert Kollin Dean of Instruction Monroe County Community College 1555 South Raisinville Road Monroe, Michigan 48161 (President - MODAC)	313-242-7300
Montcalm County Community College	• Donald Olson, Dean Vocational-Technical Education Montcalm County Community College Sidney, Michigan 48885	517-328-2111
Muskegon Community College	Louis L. Otto • Technical-Vocational Education Muskegon Community College 221 South Quarterline Road Muskegon, Michigan 49443	616-773-9131
North Central Michigan College	• Arthur Francis, Dean of Applied Sciences North Central Michigan College 1130 Howard Street Petoskey, Michigan 49770 (~~Secretary~~ - MODAC) (Vice President)	616-347-3973

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Northwestern Michigan College Toby Ferguson- Dean of Inst - Occ Programs	X Robert Williamson • Associate Dean of Occupational Education Northwestern Michigan College 1701 Front Street Traverse City, Michigan 49684	616-946-5650
Oakland Community College Director, Applied Sciences & Arts Oakland Community College 2480 Opdyke Road Bloomfield Hills, MI 48013	• James H. Dotseth Director of ~~Career Education~~ ~~Vocational & Technical Education~~ Oakland Community College ~~2900 Cornerstone Road~~ ~~Auburn Heights, Michigan~~ 48057	313-647-6200
St. Clair County Community College	• Arnold E. Metz, Dean Vocational-Technical Education St. Clair County Community College 323 Erie Street Port Huron, Michigan 48060	313-984-3881
Schoolcraft College	• Thaddeus E. Diebel Dean of Applied Science Schoolcraft College 18600 Haggerty Road Livonia, Michigan 48151 (MODAC Executive Committee)	313-591-6400
Southwestern Michigan College	X • Francis L. Hiscock, Dean Vocational-Technical Education Southwestern Michigan College Cherry Grove Road Dowagiac, Michigan 49047	616-782-5113
Washtenaw County Community College	Joseph Miller Dean of Occupational Studies Washtenaw County Community College P. O. Box WCC Ann Arbor, Michigan 48107	313-971-6300
Wayne County Community College	X • Quill Pettway, Academic Dean Wayne County Community College 4612 Woodward Avenue Detroit, Michigan 48201	313-832-5500
West Shore Community College	X • John Schwatz Dean of Instruction Technical Studies West Shore Community College P. O. Box 277 Scottville, Michigan 49454	616-845-6211

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Add to mailing list - 4-30 1

41 copies

Robert Cahow, Exec. Secretary
Michigan Community College Association
814 Michigan National Tower
Lansing, MI 48933

Donald J. Carlyon, President
Michigan Community College Association
Delta College
University Center, MI 48710

Mrs. Beatrice Dozer, President
MCCA
6 copies
[illegible]

Marvin Oberlander, Pres
Michigan Occupational Education Association
MI Pleasant Public Schools
1155 South Elizabeth
MI Pleasant, Mich 48858

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The following names are to be included on the mailing list:

Ferris State College	~~S. E. Bychinsky~~, Dean Technical & Applied Arts Ferris State College Big Rapids, Michigan 49307	616-796-9971
Lake Superior State College	B. Frank Seeger Lake Superior State College Sault Ste. Marie, Michigan 49783	906-632-6841
X Lake Superior State College	Robert W. Curtis Lake Superior State College Sault Ste. Marie, Michigan 49783	906-632-6841
Michigan Dept. of Education	Dr. Jack Shanahan Michigan Dept. of Education Vocational Education & Career Development Service Box 928 Lansing, Michigan 48904	517-373-3360
Michigan Dept. of Education	~~Chrystina Shack~~ Richard Holmes Michigan Dept. of Education Vocational Education & Career Development Service Box 928 Lansing, Michigan 48904	517-373-3360
Michigan Dept. of Education	Andrew Mazzara Michigan Dept. of Education Vocational Education & Career Development Service Box 928 Lansing, Michigan 48904	517-373-3360
Michigan Dept. of Education	Mrs. Shirley ~~Lampky~~ Klebba Michigan Dept. of Education Vocational Education & Career Development Service Box 928 Lansing, Michigan 48904	517-373-3360

Dr. Addison Hobbs
MDE

Edwin St. John
MDE

MCCA - Bob Carlson (Pat Schmidt)
Pres. (

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MACOMB COUNTY
COMMUNITY COLLEGE

CENTER CAMPUS
16500 HALL ROAD
MT CLEMENS, MICHIGAN 48043
(313) 465-2121

TO: Don Olson, MONTCALM COUNTY COMMUNITY COLLEGE, Secretary, MODAC

FROM: Austin Hartshorn, President MODAC

RE: Mailing list

DATE: November 5, 1974

All community college occupational deans and their assistants or associates

All community college presidents

Dr. John Shanahan, with copies for his staff

Dr. Addison Hobbs

~~Dr. Arthur Shack~~, Exec. Dir., Mich. State Advisory Council for Voc. Ed., 200 No. Capitol Ave., Lansing, MI 48933

Dr. Ralph Banfield, Community College Newsletter, 350 So. Thayer, Ann Arbor, MI 48104

S. E. Bychinsky, Dean, Tech. & Applied Arts, Ferris State College, Big Rapids, MI 49307

B. Frank Seeger, Robert Curtis } Lake Superior State College, Sault Ste. Marie, MI 49783

AAH/vem

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

FIRST PRESIDENTS

Review of the first minutes of MODAC reveal that there was not a president of the organization until January of 1967. At that time, James Dotseth was elected Chairman of the organization. (see section on ORGANIZING) Al Reed followed James Dotseth as president of MODAC in January of 1968. The balance of MODAC presidents through Anita Gliniecki (1992-1994) can be found on the following pages.

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

PRESIDENTS

1965	No President
1966	No President
1967	James H. Dotseth Director of Instruction/Vocational Technical Education Oakland County Community College
1968	Alan Reed Director, Vocational-Technical Education Alpena Community College
1969	Arthur J. Elges Dean, Technical Education Henry Ford Community College
1970	Charles Roche Dean of Technical Education Flint Community Junior College
1970	Jon P. Adams Dean of Instruction Schoolcraft College
1971-72	F. Harold Matthews Dean, Vocational Technical Education Jackson County Community College
1972-73	John Schwetz Dean of Instruction-Technical Studies West Shore Community College
1973-74	Robert Kollin Dean of Instruction Monroe County Community College

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL
PRESIDENTS- Page 2

1974-75	Austin Hartshorn Director, Occupational Studies Macomb County Community College
1975-76	Arthur V. Francis Dean of Applied Sciences North Central Michigan College
1976-77	Joseph Miller Dean of Occupational Studies Washtenaw County Community College
1977-78	Thaddeus (Ted) Diebel Dean of Applied Science Schoolcraft College
1978-79	Toby Ferguson Dean of Instruction Northwestern Michigan College
1979-80	Frank Marczak Associate Dean, Occupational Education Muskegon Community College
1980-81 1981-82	Andrew Mazzara Dean of Career Development Henry Ford Community College
1982-83 1983-84 1984-85	Till J. N. Peters Dean of Occupational Education Grand Rapids Junior College
1985-86	William J. O'Mahoney Dean of Academic Affairs Oakland Community College
1986-87 1987-88	Louis Riebling Dean of Instruction Schoolcraft College

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL
PRESIDENTS - Page 3

1988-89	Darrell Berry
1989-90	Dean of Academic Affairs-Occupational Programs Delta College
1990-91	Patricia Hall
1991-92	Dean, Occupational Studies Lake Michigan College
1992-93	Anita Gliniecki
1993-94	Dean of Applied Arts & Sciences St. Clair County Community College

MODAC

MICHIGAN OCCUPATIONAL DEANS
ADMINISTRATIVE COUNCIL

December 12, 1984

Mr. Brian Klein
c/o Delta College
University Center, MI 48710

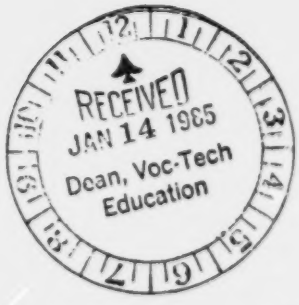
ATTN: Mr. Owen Homeister

Dear Mr. Klein:

It was with a great sense of loss that I learned this morning of your father's death. Please accept my profound personal condolences.

Dick was a member of MODAC for many years and was loved by all of us in the organization. His presence at our meetings will be very much missed. His genuine concern for students and his keen sense of humor often kept us going through some trying discussions. Please be assured that he will be well rememebered by all of us.

Cordially,



Till J. N. Peters, Ph.D.
MODAC President

Grand Rapids Junior College
143 Bostwick, NE
Grand Rapids, MI 49503

TJNP/psk

bcc: MODAC Executive Committee

MODAC

MICHIGAN OCCUPATIONAL DEANS
ADMINISTRATIVE COUNCIL

January 9, 1985

Dear Colleague:

It was brought to my attention today that apparently not all MODAC'ers were informed about the untimely death of our colleague, Dick Klein, of Delta College.

I was personally very saddened when I learned of his death on December 12. A copy of the note that I sent to his son at the time is enclosed. Linda and I attended his funeral in Mt. Pleasant the following Sunday.

My understanding is that Owen Homeister will be representing Delta College at MODAC for the time being.

Sincerely,

Till J. N. Peters, Ph.D.
MODAC President

Grand Rapids Junior College
143 Bostwick N.E.
Grand Rapids, MI 49503
616-456-4965

TJNP/psk

Enclosure

62

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

MINUTES OF MEETINGS

Outlined on the following pages is a summary of the minutes of MODAC meetings from October 21, 1966 to the present. In summarizing the minutes, only the more important highlights were listed.

MODAC

MINUTE HIGHLIGHTS

October 14, 1965

Topics of Concern:

- Affiliation
- Administrative relationship to faculty
- Dual relationship of community college
    - (a) Secondary school
    - (b) Community College
    - (c) Adult community
- Is there a technical division within the community college structure?
- Community college has been designated as the area vocational education school.
    - (a) What does this really mean?
- Use of Advisory Committees
    - (a) Function?
    - (b) How many?
    - (c) How often?
- Research, development, coordination, and retrieval
- Construction versus instruction (operation)
- Program allocation or a rational basis
- Sharing previously developed proposals with other committees
- Offer services of this group to teacher education institutions
- Push the idea of pre-technical programs in the high schools
- Pre-technical articulation
- Uniformity of curricula in the various community colleges
    - (a) Perhaps agreement on certain basics to be included
- Status of the technician
- Course versus program approach
    - (a) State department forms do not recognize this development
- Membership of this group
    - (a) Only those who have overall responsibility for program development and, or implementation
- Teacher training
- In-service training for instructors
    - (a) Specific topics

- Conference communication
  - (a) Notification
- Curriculum -- recognition of standards
- Education of counselors and high school teaching staff
  - (a) Awareness of technical education and occupational opportunities
  - (b) Emphasis on scholarships for technical students

October 21, 1966

Organizational Meeting

"This group who were charged with the responsibility of defining the structure under which this organization will operate, are:"

James Dotseth
Karl Jacobs
Robert Kollin
Carl Pilla
Fred Stefenski
William Yankee

January 25, 1967

- Mr. James Cook reviewed the concerns of technical deans as outlined in the October 14, 1965 meeting. Some of the current concerns that he listed were as follows:

1. What should the organization pattern be for a community college technical dean to be most efficient?
2. What approach may be taken to resolve organizational patterns?
3. What is the best method to focus on problems?
4. What are the real objectives for community colleges?
5. What procedure could be used for sharing of faculty recruitment?
6. What are the duties of department chairmen and where do they sit in the community college organization pattern?
7. What are the best procedures for organizing Advisory Committees?
8. What affiliations should community college technical deans have with other groups?
9. Is there a criteria to do more with articulation?
10. What is the best procedure to develop curricula?
11. What are the real problems of operation?

12. What research needs to be accomplished?
13. What areas should be given greater consideration in retraining?
14. Where are the gaps in teacher education?

- Mr. Dotseth mentioned to the group that it may be appropriate to think in terms of the Bges-Turnquist concepts of vocational-technical education. They have divided occupational education into four galaxies. They are: (1) visual communications, (2) materials and processes, (3) energy and propulsion, and (4) personal services.

- Mr. Dotseth continued with the belief that occupational programs should be further divided into ten divisions. They are:

1. Agriculture
2. Business
   a. accounting
   b. marketing
   c. office
3. Data Processing
4. Food Services
5. Graphic Arts
6. Home Economics
7. Industrial
8. Paramedical
9. Personal Services
10. Public Services

- Mr. Jon Adams stated that his concepts of divisions for community college were:

1. Business
2. Construction
3. Food Production
4. Health
5. Manufacturing
6. Personal Services
7. Service Industries

February 23, 1967

- The group discussed the major objectives for the Council. Basically they were:

- Mutual assistance
- Exchange of programs
- Established guidelines for standards of instruction
- Assistance in recruiting staff
- Improvement of instruction
- Research interpretation
- Problem of articulation
  - High School
  - Four-year institutions
  - Business

Industry
Quality faculty
Government agencies
- Vocational counselors

May 17, 1967

Considerable discussion was held concerning the objectives of the Occupational Deans' Council, particularly in view of the possible formation of a statewide instructional Deans' Organization.

Instructional improvement in vocational and technical education will continue to be the major objective of this group, and members Hunt and Adams volunteered to meet with Deputy State Director, Bill Pierce, to discuss relationships between this group and the Office of Vocational Education with regard to improvement of community college occupational instruction.

June 28, 1967

- Considerable time was spent in attempting to find an acronym which would relate to the Occupational Deans Council. It was most difficult to find an acronym which would be meaningful and have a punch. The best letters were **"MODAC"** which might mean Michigan Occupational Deans Administrators Council.

- The Council adjourned at 3:00 p.m. in order that they could take advantage of a cruise on Thunder Bay on Mr. Jesse Besser's yacht. The Council was honored by having Mr. Besser himself accompany them on this 3-hour excursion.

  The skipper of this 38 foot Chris-Craft deluxe pleasure craft was Mr. Clem Mason, a pleasant sailor as jovial as they come. The Council was also honored by having Dr. Jack Petosky, Dean Elect of Alpena Community College, accompany them on the cruise.

  The cruise was highlighted by the skipper passing across a reef in Thunder Bay where the big whitefish lay waiting for the currents to send the most appetizing morsels their way for enjoyment.

  The rowing and pitching of the craft did not bother any of the hearty members of the Council.

On the cruise to the docking slip for the yacht, the skipper turned the con over to the chairman of the Council. It was only natural to see the broad grin on his countenance as he cruised across Thunder Bay with the yacht beating on the waves and the spray pounding across the flying bridge. Those who were absent from the meeting can never realize the highlight of this particular meeting in Alpena.

- The Council left for their various home localities at 6:00 p.m. after toasting the skipper for his part of the cruise.

January 18, 1968

Dotseth (Chairman)

- Member Hunt was presented the signatory pen to be suitably embalmed in a new technical facility at Washtenaw Community College.

- Member Swift presented a slate of officers for 1968:

  CHAIRMAN - Al Reed
  VICE CHAIRMAN - Art Elges
  SECRETARY - Jon Adams

- Member Reed assumed the post of Chairman from retiring Chairman Dotseth.

- Chairman Reed appointed Matthews, DeClure, and Roche to work with the Department of Vocational Education on reimbursement of data processing programs and services.

February 15, 1968

- Some discussion took place as to the agenda for the next meeting. Following are the four items suggested:

  1. Collective negotiations
  2. Clarification of the role of Division Heads or Area Chairman
  3. Innovation in Instructional Programs
  4. Progress in Instructional Programs

- Mr. Whims explained why the Bureau of Higher Education approves new programs. He discussed Public Act 331, and Public Act 630 which pertain to Wayne County. He indicated there were twelve or thirteen new community

colleges opened in the last ten years, and there will be three new colleges opened this fall. Mr. Whims pointed out that the Constitution of the State of Michigan indicated that "The State Board of Education shall have leadership over all public institutions," and would serve as a general planning body for all higher education--including adult programs. The suggestion was made that the Chairman appoint an Ad Hoc Committee on the Identification of Core of Occupations.

March 15, 1968

Guest speaker for the balance of the meeting was Mr. Ray Howe, Executive Dean, Henry Ford Community College, who spoke on Collective Bargaining. Some of the pertinent points made by Mr. Howe are included here.

1. Technical Deans, Presidents, Vice Presidents, and Boards of Trustees should be removed from the bargaining table.

2. There is a great need for continuing contact with the Technical Deans.

3. Serious damage will result if the Technical Dean is not used as a "tremendous resource."

4. It would be extremely valuable to have more representatives from the technical programs.

5. Some consideration should be given to the need for people who occupy instructional areas to have industrial experience.

6. Technical Divisions were the least concerned with the problems of negotiations. There is no militancy in the division.

7. Militancy is rapidly increasing in other areas.

8. There may be a feeling of "second class citizen."

9. The bargaining table is "Hard Hat--". Technical Divisions have unique problems.
    a. Hours
    b. Lab is a valuable teaching experience, and should be equal to any academic program.
    c. It is apparent that there is a sincere desire to recognize the span of time.

10. Statements pertaining to qualifications of instructional staff.

11. The trend to limit qualifications.

12. In many key areas there is a need for highly trained specialists.

13. Special consideration of salary differentials. Salary differentials can and are being used to "show favor."

14. The law of supply and demand must be considered.

15. An additional factor may be tossed in such as "Smith Hughes" reimbursement of salaries for technical people. This will need to be revised to:

    a. Increase salaries for Technical people.
    b. This may affect all salaries.

16. The State has begun to differentiate in general funds vs technical funds.

17. Contingency (holding funds) will be hard to maintain in the eyes of the public and the bargaining group.

18. The Evening College creates special problems. Can we continue to provide premium pay?

19. The representatives at the bargaining table are the most important people on the campus.

20. The Act eliminates supervisory personnel. Departmental Chairmen are in--Divisional Chairmen are out.

(see attached)

MICHIGAN COMMUNITY COLLEGE OCCUPATIONAL DEANS COUNCIL

Minutes of the meeting at Washtenaw Community College, March 15, 1968

Members present: Adams, Covert, Elges, Hunt, Hiscock, Oettmeier, Steely, Reed

Guests: Mr. Ray Howe, Executive Dean, Henry Ford Community College
Mr. Gaston Sanders, Macomb County Community College
Mr. Fred Whims, Bureau of Higher Education, Lansing

Paul Hunt welcomed the group to Washtenaw County Community College.

Chairman Elges called the meeting to order at 10:20 A.M., and introduced the new Dean of Macomb County Community College, Mr. Max Covert.
The minutes of the February meeting were read and approved as corrected.
At 10:20 the meeting was turned over to Mr. Reed who in turn introduced guest speaker Mr. Gaston Sanders. Mr. Sanders briefly discussed the Aerospace Program as proposed.

Guest speaker for the balance of the meeting was Mr. Ray Howe, Executive Dean, Henry Ford Community College, who spoke on Collective Bargaining. Some of the pertinent points made by Mr. Howe are included here.

1. Technical Deans, Presidents, Vice Presidents, and Boards of Trustees should be removed from the bargaining table.

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    b. Lab is a valuable teaching experience, and should be equal to any academic program.
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18. The Evening College creates special problems. Can we continue to provide premium pay?

19. The representatives at the bargaining table are the most important people on the campus.

20. The Act eliminates supervisory personnel. Departmental Chairmen are in--Divisional Chairmen are out.

This program was taped, and a recording is available from Mr. Arthur Elges, Dean of the Technical Division, Henry Ford Community College, Dearborn, Michigan.

A committee was established to work with Mr. Whims on the State forms. This committee includes: Mr. Whims, Mr. Oettmeier, Mr. Hunt, and Mr. Adams.

The next meeting will be held at Montcalm County Community College, April 18, 1968. The program will be devoted to Data Processing.

After a luncheon and tour of the Washtenaw County Community College Campus, the meeting was adjourned at 3:00 P.M.

Jon P. Adams, Secretary

JPA/ms

February 14, 1969

The meeting was called to order by Chairman Reed. Mr. Reed indicated that several people, making up the Chairman's Advisory Council, had met during the afternoon and discussed some of the concerns of the organization. Following this there were comments by a number of people including Mr. Dotseth, Mr. Elges, Mr. Francis, Mr. Swift, (to mention a few) on the merits of keeping this organization alive and functioning. After some discussion, a vote was taken and it was unanimously agreed to maintain the organization. Mr. Dotseth, Chairman of the Nominating Committee, proposed a slate of officers and the following people were elected to office.

CHAIRMAN - Arthur Elges, Henry Ford Community College
VICE CHAIRMAN - Jon Adams, Schoolcraft College
SECRETARY - Harold Matthews, Jackson Community College

March 8, 1969

Opening statement by President Elges in which he expressed a "grave" concern about: (1) The impact, or effect that the development of the emerging secondary area school will have on community college technical programs - or more important the total effect on the existing and yet to be developed community college occupational program; and (2) The development of the new state plan for vocational and technical education. In each concern the question appears to be: (1) What does this organization know about it; and (2) What position and/or action should MODAC take.

(see attached)

MODAC MEETING

Held: Saturday, March 8, 1969
at 10:00 A.M

Where: Lansing, Michigan,
Book Building

INTRODUCTION:

Opening statement by President Elges in which he expressed a "grave" concern about: (1) The impact, or effect that the development of the emerging secondary area school will have on community college technical programs - or more important the total effect on the existing and yet to be developed community college occupational programs; and (2) The development of the new state plan for vocational and technical education. In each concern the question appears to be: (1) What does this organization know about it; and (2) What position and/or action should MODAC take.

PART I

STATE PLAN DISCUSSION - Art Francis.

Generally speaking, the new State Plan will have to be in Washington June 1, 1969, for approval. Thus, if the community college's are to have any influence - as a group - it will have to be done SOON and in an APPROPRIATE manner. A statement often expressed, is that the State Plan has been written is simply not true. Further, a report to community college presidents was made to this effect.

STATE PLAN STATUS

A. Loomis has been designated as Chairman of the Division's planning group. They are/will gather information necessary for writing the plan. In addition to the chairman, the group is composed of:

Eleanor McCrimmon	- Consumer Education
Dick Shupe	- Co-operative Education
John Bebermeyer	- Research
Robert Kennon	- People with special needs

The areas underscored, it was indicated, are believed to be those areas where the existing state plan really needed improvement. There is no direct representation [redacted] including community colleges, however, Francis indicated that he would work with community college material "when he can."

- LARAIS REPORT - Requested by Dr. Polley; to be concerned with the role of the community college in the State Plan. A feeling was expressed that the Study Report did include specific recommendations, however, as yet the report has not been released - then, there is only speculation as to its contents and its probable affect. When, and if this report is released, an analysis of the same will be made.

- Recap of events relating to the State Plan Development:

December 9, 1968 - State Advisory Committee for Vocational Education received a "status" report.

January, 1969 - Division of Vocational Education planning group established.

January, 1969 - Each Service directed to develop a "Reaction Paper" developed about questions that were developed by various established curriculum commissions used by the Division.

General discussion indicated questions were nebulous "Invited" groups have come to Lansing to react to this material.

February 4-5, 1969 - Available information presented to MCAVTEPA.

February 11, 1969 - State Advisory Committee for Vocational Education was briefed and brought up-to-date.

February 14-15, 1969- Information available at the Occupational Conference.

March 6, 1969- Individual services met with a particular advisory committee.

- Contemplated Action related to the State Plan:

March, 1969 - Planning Committee expects to have "special" group meetings. MODAC should REQUEST permission to be involved.

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Community College Presidents indicated they would like to be: (1) Considered an action rather than a reaction body; (2) Involved in the March meetings; (3) Permitted to react to the Harris Report; and (4) That the Vocational Division use this group's delegating authority to more efficiently gather information that is representative of the views of the community college higher echelon; and that they be the clearing house and the coordinating unit for activities dealing with the community college.

- Concern was expressed as to the lack of communication between Presidents and Occupational Deans.

Late March - Federal Guidelines expected from Washington.

Late April, Early May - Public hearing(s) on State Plan planned.

After Public Hearings - If necessary the tentative State Plan may be redeveloped, where and if appropriate.

Actually, the writing of the Plan is a staff responsibility.

July 1, 1969 - Document in Washington.

- Discussion concerning Art Francis's presentation centered about the following concerns:

Concern expressed for the organizational structure of the Division of Vocational Education. It was implied that the Division could be dissolved as follows: (1) Secondary program responsibility(s) be shifted to the Bureau of School Services (K-12); and (2) Post high school matters be shifted to the Bureau of Higher Education. Concern was expressed that the above split would be reflected in the new State Plan.

Unless Division of Vocational Education is strengthened (Bureau Status) programs in the local communities will began to falter.

SUMMARY STATEMENT

As vocational and technical educators, we are concerned with what the new State Plan will eventually look like. Further, it appears that we are not sufficiently involved in its development -- as consultants -- or in an advisory capacity. Within the occupational area of education there are many thrusts (pressures) such as: (1) Post secondary community colleges; (2) Secondary Area Centers; (3) Adult education; (4) Existing secondary programs; (5) Federal and State agencies involved in job training; and (6) Other thrusts. Each area of interest (thrust) should be recognized and utilized. Other factors that should be considered include:

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(1) High level technical education programs described by Dr. Harris; (2)Service level technical education programs available at many community colleges; (3) Inner face of inner city programs; and (4) The role of education and labor. Then, there are many pressures which affect: (1) Program development; (2) Source of funds; (3) Amount and availability of funds; (4) Program operation; and (5) Geographic location.

All groups, by design, should be provided an opportunity to to have a voice and influence in/on the pattern developed in the State Plan. If the Plan is to be effective, then the Plan implementors and operators need a high degree of actual involvement in the planning, developing and evaluation process concerning the Plan.

Deep, and strong concern was expressed about: (1) Lack of MODAC involvement in the Plan development; and (2) Lack of MODAC involvement in providing information that is believed to be pertinent to the development of the document.

RECOMMENDATIONS

MODAC to determine a position concerning the State Plan.

PART II

Area Vocational Education Centers.

Generally speaking, these are being established as extensions of high school level programs. Topics included:

- Apparently the Division of Vocational Education is encouraging the establishment of area programs now on the basis of the Intermediate District arrangement.

- Policy content as being determined by Lansing. Apparently a matter for the Bureau of Higher Education, however, there seems to be some "jockeying" between the Bureau of Higher Education and the Division of Vocational Education.

  Much discussion concerning the role of community colleges in area programs.

- Responsibility for secondary programs is not supposed to be "touched" by community college people.

- There is a need for good programs regardless of level.

  Regardless of who operates a program, in addition to local funding additional state aid must be made available.

Apparently the Division of Vocational Education still lacks faith in the willingness of community colleges to work with secondary students.

Ultimately, the secondary area center will not be secondary. They will become the center which offers or provides vocational education -- at all levels.

Right now, it has been indicated, a newly created secondary area center is seeking ways in which it can make available Associate Degrees.

Single purpose schools, traditionally, develop into multi-purpose schools. There is an innate desire to become 'something more"; ultimately, the area vocational center will become comprehensive institution.

This development is apparent in the United States today.

In the final analysis, the area center (regardless of its final format) will be competing for operational and capital development funds.

Presently, the involvement of the Intermediate District in area programs provide a 'reason" for the Intermediate District to exist.

SUMMARY OF DISCUSSION

There are some areas of concern beyond the political ones that the State Department should concern itself with. Perhaps some guidelines in the State Plan could assist in these matters.

- Duplicity of effort of area center and community college units including: (1) Buildings; (2) Equipment; (3) Administrative effort; (4) Programing; (5) People competition; (6) Dual requirement for local and state dollars; (7) Program quality; and (8) Many others.

- Payment factors affecting local program development include population density and an equalized tax base of the designated area.

- From Lansing to local educational units, there is less than 'adequate" communication and considerable misinformation being generated 'some-place.' While there

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April 16-17, 1969

The group reviewed and analyzed those materials that MODAC believed to have significance to the group which needed to be reflected in the new State Plan For Vocational Education.

MODAC was divided into four work groups, each to review an assigned section of the "administrative provisions", and guidelines for the development of the State Plan on the administration of Vocational Education in the Vocational Education Amendments of 1968. Further, to submit positive comments and suggestions that should be considered in the development of the new State Plan.

May 2, 1969

- A general discussion related primarily to the activity of our council and the development and implementation of the new State Vocational Plan. After "careful" consideration, it was decided that a review and analysis of state plan materials should be undertaken prior to MCCCA's monthly meeting -- this should result in a recommendation to the presidents as to a position they may desire to take official action on and communicate the position to Dr. William Plarce and Dr. Ira Pelly.

- Other topics of discussion included:

  1. House Bill N. 2923 -- A bill to regulate certification of automotive mechanics.

  2. House Bill No. 2563 -- A bill to regulate the business of motor vehicle repair and to create the State Board of Vehicle Repair.

  3. House Bill No. 2847 -- A bill to permit licensing of practical nurses who submit proof that the applicant has been engaged in practical nursing for at least ten years under a permit granted by a unit of government. This negotiates a necessity of the program of education and training which prepares a person to write to the State Board of Examination for practical nurses.

  4. A possible meeting, May 17 at Kirkland Community College, to consider the first rough draft of the state plan.

June 18, 1969

The membership Policy was reviewed and corrected to read:

MICHIGAN COMMUNITY COLLEGES OCCUPATIONAL DEANS ADMINISTRATORS COUNCIL

Membership Policy -----

Because of the broad, general goals and objectives of MODAC membership must be acted upon individually by a standing membership committee.

Guidelines for this membership committee will be as follows:

1. Membership to MODAC will be by written invitation by the chairmen of the Membership Committee.

2. Persons to be considered for membership shall be:

   a. An administrator of occupational education in a community college.

   b. Designated by the chief administrator of the community college as being the over-all occupational administrator for the college or campus in the case of a multi-campus college.

   c. In the event that a multi-campus has one individual responsible for all occupational education, he would be the only one eligible for membership. Guests may be invited to meetings at the discretion of a member.

3. Nominations for membership may be submitted to the Membership Committee by any qualified member of MODAC. The Membership Committee shall take action on the nomination by the next regularly scheduled meeting of MODAC.

4. Ex-officio members may be suggested by the Membership Committee.

The group gave Chairman Arthur Elges authority to appoint a Nominating Committee for the new officers for the calendar year 1970.

February 18, 1970

METROPOLITAN OCCUPATIONAL DEANS

Dr. Lyle Robertson, Dean of Center Campus, MCCC, welcomed the group to the Center Campus and spoke briefly on the subject of regional planning. He recommended that the Deans' Council take positive action concerning regional planning rather than react to the plans formulated by the State Department or other groups.

Further discussion by members of the Council concerned actions the Council might take. It was agreed that at the next monthly meeting the Council would construct a position paper that would declare its concerns and attitude toward regional planning, its desire to be involved in such planning, and would suggest criteria to be used in planning. Each member is requested to bring to the next meeting his suggestions and criteria.

March 18-19, 1971

Reorganization of Division of Vocational Education and Bureau of Higher Education

Harry McKinney, Planning Division, BHE, described the significant components of the State Plan for Higher Education in Michigan, and listed the goals and recommendations relating to community colleges, including:

- role of community colleges as post-secondary vocational schools;
- regionalization;
- sites;
- residence halls;
- tuition and fees; and
- appropriations formula.

The BHE Planning Division consists of two sections: professional degree program planning (Dr. Beckwith), and comprehensive planning.

Dr. McKinney reviewed the process of new program approval and suggested that, henceforth, the emphasis should shift from program review to program planning. He asked the audience to consider the more effective use of state resources and the alternatives to state program review.

New Program Approval - 1971 Style

- Clifford Haslick, Post-secondary Unit, Division of Education, described the Division's new organizational structure. The questions raised in approving a new program are:

  1) Does program prepare vocationally?

  2) Curriculum structure (30-50% vocational core).

  3) Is program designed for transfer?

  4) Does program description emphasize career development?

  5) Do manpower needs justify new or additional program?

  6) Can the Institution do the job (manpower, facilities, equipment, community resources)?

  7) Can the 4-step approval process (Vocational Education Division, BHE, Community College Board, State Board of Education) be shortened?

- Fred Whims, Bureau of the Budget, identified the three divisions of the Bureau of Planning and Budgeting as:

  Programs
  Budget
  Research

- State will fund on a formula basis in 1971-72 (Liberal Arts and Business & Commerce - Health-Vocational-Technical).

- There will likely be more constraints on funding of adult education.

- State aid formula may be based upon production (graduates) rather than credit hours.

Final Report and Discussion - State Plan

- James Dotseth reported on the work of the committee that made recommendations for changes and additions to Parts II and III of the State Plan for Vocational Education. The summary consists of 23 recommendations proposed during the American Technical Education Conference in Oklahoma City.

High points of discussion:

1) The need for vocational funding of program development.

2) Inability of colleges to win approval of disadvantaged projects, and the constraints regarding tuition and transportation.

3) The lack of provisions for in-service teacher training of new vocational teachers who enter community colleges from business and industry. It was suggested the $250,000 being spent to study teacher education might better be used for training in ways other than post- baccalaureate degree programs-perhaps itinerant teacher educators.

- **MOEA Award**
  Robert Slocum, President, Michigan Occupational Education Association, presented a beautifully designed plaque to MODAC President Jon Adams in recognition of his leadership.

- **Office Simulation Plans**
  Austin Hartshorn briefly reviewed the guidelines for integrated office instruction and expressed his concerns regarding compliance:

  1) Inability to accommodate part-time students.

  2) Lack of comprehensiveness of instructor qualifications.

  3) Likelihood of not covering material in sufficient depth.

  4) Transferability of credits to senior colleges.

  5) Necessity for extensive (and expensive) renovation of office laboratories.

- **Law Enforcement Education**
  Arthur Francis reviewed efforts of community colleges, law enforcement officials, and senior colleges to resolve the questions regarding degree programs and mandatory basic training (265 hours). The problems of program content and the integration of training and academic programs is unresolved.

- **Election of Officers - Report of Nominating Committee**
  The nominating committee presented its candidates for the positions of President, Vice President, and Secretary and there was a unanimous vote for each of the following:

PRESIDENT - Harold Matthews
VICE PRESIDENT - John Schwetz
SECRETARY - Austin Hartshorn

September 30 - October 1, 1971

- MODAC Formalization and Dues
  1. Fan-out system needed.
  2. Need for position statement and definition of post- secondary occupational education, particularly since state displays little concern for post-secondary occupational education.
  3. Clarification among and between K-12, area centers, and community college occupational education.
  4. Needed input from MODAC concerning cost of occupational education.
  5. MODAC should take a position relative to regionalization.
  6. Relationships between MODAC and other organizations (MCLAVEPA, Intermediate districts, area center administrators, inner-city schools) should be strengthened.
  7. MODAC needs to work in conjunction with MCCA.
  8. MODAC needs to support stronger state department representation of post-secondary occupational education.

- MCLAVEPA
  John Schwetz reviewed the planning session called by Prof. Wenrich in August. Concern was expressed over potential splintering of MCLAVEPA. Arnold Metz described MCLAVEPA as being more heterogenous than MODAC, with a membership of 150. Present emphasis in MCLAVEPA seems to be in-service training of a general nature, while MODAC is concerned with unique problems of post-secondary education and is an action group.

- MCCA
  Dave Murphy described MCCA as one of ten associations concerned with community colleges. MCCA has no intention of influencing other organizations, but rather it encourages autonomy. No policy or resolution of

MCCA is binding upon any community college. MCCA welcomes cooperation and recommendations of MODAC.

Murphy suggested that legislation should be promoted through MODAC rather than independently.

Funding on an FYTES basis probably on the way out and moving toward a gross net operating budget as employed by state universities.

January 21, 1972

- Service Station Management
  Petroleum suppliers have expressed an interest in Service Station Management programs being offered in community colleges. Automotive Service Specialists is available from the Office of Education.

- Vocational Education Funding

- Inventory of Health Career Offerings

- Added Cost Survey

April 20-21, 1972

- Planning Concepts
  Phil Bailey spoke on planning concepts that really work. (Program changed because of conflicts.) Career Education begins in elementary with work awareness to world-of-work. Junior high level should be concerned with self-awareness exploration in jobs. Drop outs are now referred to as "early decision makers".

- Elections
  The following members were elected to the Executive Board:

  PRESIDENT - John Schwetz, West Shore
  VICE PRESIDENT - Robert Kollin, Monroe
  SECRETARY - Charles Roche, Genesee
  TREASURER - Robert Duffy, Grand Rapids
  EXECUTIVE COUNCIL - Arne Anderson, Bay De Noc
  - Arthur Francis, North Central

- **V.E.C.D.S.**
  Jack Shanahan discussed the proposed funding policy for Vocational Education and Career Development Service.

- **Project Baseline**
  Project Baseline has been established to find out just what is going on in Vocational Education.

May 24, 1972

- President Schwetz reported on a meeting with the M.C.C.A.

  1. The President's organization requested that MODAC take a stand on the proposed State Plan for Vocational Education.

  2. To make sure funding procedures are proper for community colleges.

  3. To see if community college set-aside funds can be increased from the basic 15% to a range of 15% to 24% (or more). This range would have to be part of the federal guidelines.

- A number of suggestions were made relative to changes to the state plan.

  1. Page 19 - 1.82, add "where not available in public agencies or institutions."

  2. In the Introduction, Part 2, Long Range Programs, write in "accomplishments and projections of community colleges."

  3. The role of the community colleges should be indicated.

  4. Use the phrase "Post secondary community college" in references in the State Plan.

- It was unanimously resolved by MODAC to request a separate section dealing specifically with community colleges in the State Plan for 1973-74. The organization expressed some basic concerns about the State Plan.

  1. The lack of identification of community colleges.

  2. Funding and high cost of separation of community colleges vocational programs.

3. Continuation of directory and supervisor's reimbursement.

4. Funding of new programs (equipment and salaries).

5. Developmental money for new programs and the development of performance objectives.

- Two positive ideas were expressed:

1. The idea of performance objectives (although not too much is known about them at this time) is a positive approach.

2. The career concept idea as indicated in the State Plan is also a step forward.

May 26, 1972

- To appoint an Ad Hoc Advisory Committee composed of the following members:

Nelson Grote:	President, Schoolcraft Community College
Austin Hartshorn:	Macomb Community College
Harold Matthews:	Jackson Community College
Robert Steely:	Kellogg Community College
Francis Hiscock:	Southwestern Michigan Community College
John Schwetz:	West Shore Community College
Arthur Francis:	North Central Michigan College

October 5-6, 1972

Topics discussed at this meeting were:

- <u>Community College Adult and Continuing Education Programs:</u>
The topic of the discussion centered around the Continuing Education Program at Genesee Community College (its organization and financing) and the function of the District Community School Director and his relationship to the Community College Adult and Continuing Education Program.

- <u>Safety Laws - Responsibility, Legal Implications, and Recent Changes:</u>
The evening meeting featured presentations by staff members of the Safety Education and Training Division of the Department of Labor. They discussed "Safety Laws - Responsibility, Legal Implications and Recent Changes."

- Performance Objectives:
  Jack Shanahan discussed the statewide movement for performance objectives. He indicated that the first step in the process is to develop general program goal statements by June, 1973. All programs will have performance objectives developed by June, 1974 which will be evaluated and approved by 1975. Each College will not be required to develop performance objectives for every course or program. Specialty committees will be formed to do this.

April 12-13, 1973

- Election of Officers for 1973-74:

  PRESIDENT - Robert Kollin, Monroe Community College
  VICE PRESIDENT - Austin Hartshorn, Macomb Community College
  SECRETARY - Art Francis, North Central Michigan
  TREASURER - Bob Duffy, Grand Rapids Junior College
  BOARD OF DIRECTORS - Alan Reed, Alpena Community College
  - Rodger Eckhardt, Glen Oaks, Community College

- Arnie Metz A.T.E.A. Regional Representative, recommended that MODAC host the 1974 A.T.E.A. Regional Meeting.

October 18-19, 1973

- Nominating Committee for the officers for the coming year:
  Mr. William Monroe, Lansing Community College
  Mr. Garnet Stewart, Kirtland Community College
  Mr. Charles Roche, Flint Community College
  Mr. Garnet Stewart will be the chairman of the committee

- Mr. Robert Duffy brought a request from the Michigan Nursing Home Administrators Association to meet with the Deans to discuss a state-wide effort in providing educational service for Michigan Nursing Home Administrators. Mr. Duffy was given charge of continued contact with the Michigan Nursing Home Administrators.

December 17, 1973

NOTE: General discussion of issues.

July 23, 1974

The identification of major goals for the year. The Executive committee agreed unanimously that the implementation of the regional concept for dean's meetings would be a major objective of the year.

October 24-25, 1974

- The membership of four-year institutions were discussed. Motion was made by Francis and supported by Roche that:

  "An officer of the Council be assigned the responsibility of researching the minutes to discover the consensus of the Council as to the status of the four-year institution."

  An amendment to the motion was made by Kollin and supported by Schwetz that:

  "The officer shall be the current Secretary."

  Amendment and motion passed unanimously.

- A discussion was led by David McKay, Office Education Association (OEA); John Saxton, National Treasurer of OEA; and Jim Bowling, National Director of OEA. The three gentlemen gave a presentation on OEA which described for the membership the advantages of development of Youth Organizations in Occupational Education, in particular the Office Education Association. Several questions were asked and responded to by the presenters. Upon motion made by Kollin and supported by Monroe the following resolution was unanimously approved:

  "MODAC encourages and supports the development of OEA type student organizations as an integral part of instructional activities in community college programs; furthermore, business program administrators are encouraged to investigate the development of an OEA organization on their respective campus."

- Upon motion made by Feenstra and supported by Dotseth the following resolution was unanimously approved:

  "Manpower data will be generated on manpower potential in programs in community colleges. Results of this data can be used by manpower planners for program planning. A pilot of this type of data will be conducted by Art Oettmeier, Delta College. Early efforts will be shared in MODAC."

January 16-17, 1975

- Delvin Anderson from the State Technical Institution and Rehabilitation Center (STIRC) at Plainwell, Michigan, reported on the many programs offered by the Rehabilitation Center. Emphasis was made on the 14 training clusters which relate to 36 specific occupational skillsdeveloped within the training programs; 450 students are presently enrolled in the Rehabilitation Center; 96% placement factor after six months training.

  Mr. Anderson requested MODAC to consider the development of an equivalency handbook between the Rehabilitation Center and the community college which would provide an opportunity for students to transfer into an Associate Degree program after completing a certification program at the Rehabilitation Center. It was the consensus of the MODAC group to accept courses from the Rehabilitation Center on an individual instruction basis.

- Each community college was given the opportunity to relate problems dealing with the educational qualifications of Directors of Nursing. After hearing various concerns, the apparent problem was clarified to say, "It is not clear what the intent of the ruling is toward improving the quality of nursing programs."

- Dr. John Shanahan discussed the U.S.O.E. recruitment project with reference to the letter distributed at the meeting on this topic.

- A sneak preview of a MDE Position Paper indicated priorities. They are:
  (a) Placement
  (b) Capital Outlay
  (c) Articulation

February 13, 1975

Bob Steely was nominated and elected to serve as the new chairman of the West Michigan Region. (Replaced Francis Hiscock)

February 26, 1975

FOUR-YEAR INSTITUTIONS:
Recent studies indicate that the four-year institutions are offering a threatening number of programs that are associate degree level or less. This is a direct infringement upon the stated purpose of the community college. The majority of those programs are in the Consortium "8" District.

These colleges can start these programs without the approval route that the community college must follow in regards to the need, the people to be served, etc. The same problem occurs in the private trade school sector. If the four-year college and the private trade schools are to share in Vocational Education funds, they must meet the same accountability standards.

March 13-14, 1975:

Diebel, as spokesman for the Nurse Education Ad Hoc Committee, presented a revised Position Paper. Extensive discussion of Health Education problems in Michigan followed the presentation of the paper. (see attached)

Motion was made by Bowling and seconded by Metz that the Committee develop a Position Paper relative to operational policies and clinical concerns of Nursing Education in Michigan. Motion unanimously approved.

Sub-Committee Report Proposing A

POSITION PAPER

Nursing Education Certification

PREPARED BY: Diebel, Elges and Otto

1. State Board approval of a program is required in order for the graduate to take the State Board tests for licensing.

2. The military services presently require graduation from an N.L.N. accredited program for a commission.

3. The N.L.N. is presently the accrediting agency whose standards may not directly influence the State Board, but nevertheless do identify minimum standards and do require full State Board approval.

4. Although reciprocity does not presently exist between states, endorsement is available through individual evaluation or special "up-grading" according to State requirements.

5. Nursing instructors in most states are required to have a minimum of a Bachelor's Degree, while nursing directors (instructional) are required to hold a Masters Degree.

6. Instructional staff must, in most cases, be assigned to a cooperating hospital unit to instruct (and supervise students) in clinical activities. Although not mandated, a ratio of 10:1 is strongly advocated.

7. Hospitals are acutely concerned over the cost of supporting clinical activities in terms of affecting the care and the extent of patient care, and cost to the patient.

8. Travel between clinical sites, when multiple sites are utilized, reduces available contact time and increases staffing needs.

9. The N.L.N. has traditionally been concerned with nursing education, and is open to lay membership. The A.N.A. is the professional association, and is considering establishing procedures and criteria for accreditation.

10. Although we may learn of some instances where work experience has been used in satisfying equivalencies, there is no likeliness that such practice will become an established procedural fact in the foreseeable future. (Credit by exam at colleges and universities may be the best available alternative.)

11. Some states are planning to raise the minimum State Board exam scores required for licensing.

In view of the foregoing facts, we take the stand that MODAC should strive to influence State staff through every legitimate means to recognize the real added costs for conducting quality nursing education programs, and to support those programs at the most appropriate levels.

Some added concerns:

(1) Regular full-time faculty, in some instances, is not available to cover instructional needs in the "extended" year (spring and summer), thus necessitating the use of part-time, temporary personnel. The result is a lack of continuity of instruction, philosophy and general involvement.

(2) Credit hours, contact hours, equated hours and other forms of load determination has a significant effect on programs.

(3) Non-productive time spent with hospital-clinical personnel without students, required in reviewing patient needs and making assignments, reduces the available contact time, increasing the cost.

April 30, 1975

- Tech Train program sponsored by Chrysler Corporation.

- Hiscock and Anderson presented a proposal to amend the constitution as follows:

  Article II - Section 1, (amend to read:)
  A. (Public Community) College Administration.....

June 16-17, 1975

- Nominations Committee Chairman Steely presented a Slate of Officers for the 1975-1976 year:

  PRESIDENT - Art Francis, North Central CC
  VICE PRESIDENT - Joseph Miller, Washtenaw
  SECRETARY - Donald Olsen, Montcalm
  TREASURER - Alan Reed, Alpena
  EXECUTIVE COMMITTEE MEMBERS AT LARGE
  - Ben Standen, Lake Michigan
  - Arne Anderson, Bay de Noc

- Secret ballots were cast and the slate was approved.

- Considerable discussion was raised regarding the Career Education Conference and The Community College and Career Education, with many views given. All present were able to state their views regarding these topics. Oettmeier moved, seconded by Miller, that:

  "MODAC not submit the Position Paper as proposed, or any other paper on this subject, until further clarification and definition of career education is established. Further, that the relationship of Michigan's community colleges and the Career Education "Movement" be studied and directives be established at the earliest opportunity. And further, that a work session be scheduled during the October 16-17 meeting to further examine MODAC's goals and objectives relative to Career Education to Michigan and establish new directives for this and other related concerns of the total educational delivery system in Michigan."

  Ayes - 11 Nays - 2
  Motion accepted.

July 31 - August 1, 1975

- Legislation as it Affects Voc-Tech Funding:
  There was considerable discussion about the desirability of changing the emphasis of MODAC to take a more positive role in influencing legislation as it affects Vocational-Technical funding.

- National Occupational Competency Testing Institute:
  Ted Diebel stressed the need to support the National Occupational Competency Testing Institute (NOCTI) as a means for ensuring that instructors who do not have degrees or who request to teach outside of their field of preparation are properly evaluated.

October 15-16, 1975

- Reed and Francis led a discussion regarding the Law Enforcement Education Problem in Michigan.

- Copies of a letter from Dr. Hobbs to V. Allen Adams, Regional Administrator, Law Enforcement Assistance Administration, were distributed.

  Considerable discussion followed. Key concerns were:

  (a) That key administrative persons from the State be contacted to have input into a "Standards of Quality" for Criminal Justice Programming.

  (b) Current emphasis on "transfer" of Law Enforcement course work as indicated by suggested revisions in the guidelines seriously jeopardizes Vocational funding of Law Enforcement programs.

  (c) MODAC input into this problem has been seriously delayed. Concerns and comments relayed through existing committees are encouraged at the earliest time. Members are urged especially to contact the MCCA Study Committee.

- Members of the Ad Hoc Committee were:
  Kenneth Light - Lake Superior College
  Marjorie Ockerman - Southfield
  Angela Gueriero - Saginaw Business Institute
  Sr. Anne Keating - Aquinas
  Dale Lake - K.V.C.C.
  Ron Campbell - Monroe C.C.C.
  Marril Murray - Ferris State College
  Frank Paone - Detroit College of Business

December 11-12, 1975

Dr. Chrystine Shack, Highland Park Community College, discussed Title III project on-going at Highland Park Community College for AIDP. Basic goals and objectives of the project are:

I. Staff Development
   Review and analysis of curriculum in entire institution.
II. Student Development
III. Curriculum Development
IV. Transactional Information System
V. Planning - Management - Evaluation

February 19-20, 1976

- A vacancy would occur on the Executive Committee due to the resignation of Don Olson as Secretary of MODAC. Clovis Ferguson was nominated.

- Andrew Mazzara, Michigan Department of Education, presented the Management Evaluation Review System Model. He related that a pilot study is being conducted, elaborated in depth on the pilot study and indicated that the results will soon be available and shared in depth at the "Career Ed" Conference next summer.

- It was moved by Schwetz, seconded by Kollin, that the Vice-President be appointed to serve as liaison representative to the MCCA General Meetings.

- Dr. Robert Cahow shared his insights into:

  "LEEP":
  He shared some concern about a recent document containing rules regarding LEEP,growth and status of sub-committee. Dr. Cahow also expressed concern regarding regional Law Enforcement representation from Chicago office.

- Career Education Bill (Revised):
  Related views of original Career Ed Bill from President's point of view. Indicated the original Bill favored K-12 interests and was not in the best interest of community colleges.

- Nominations for prospective officers in the MOEA were opened. Kollin nominated Dr. Bob Steely for President Elect of MOEA, seconded by Duffy, unanimously adopted.

May 5, 1976

- Ben Standen presented the ballot for the officers for 1976-77. The new officers will be:

  PRESIDENT - Joe Miller, Washtenaw Community College
  VICE-PRESIDENT - Bob Steely, Kellogg Community College
  SECRETARY - Toby Ferguson, Northwestern Michigan College
  PAST PRESIDENT - Arthur Francis, North Central Michigan College

- Bob Steely, Kellogg Community College, will be nominated for the position of president elect for Michigan Occupational Education Association.

- Arnold Metz, Dean of St. Clair County Community College, at Port Huron, has been elected president-elect of the American Technical Education Association for 77-78.

June 23, 1976

Report by Jack Shanahan:

- Program planning grants (up to $5,000) are for a one year duration and are for programs beginning 1977-78.

- All grants must be matched on a 50/50 cash basis by the institutions. Faculty released time will be considered as cash matching.

- He discussed the proposal and implications of the Southern Consortium of Schools and Colleges Association.

- Automotive licensing

- The State Board of Education approved the On-Going Vocational Equipment Grant.

October 14-15, 1976

Election of President and Vice-President:

- No nominations. Moved by Mr. Standen that unanimous ballot be cast for Robert Steely for President.

- Same unanimous ballot for Ted Diebel for Vice-President.

January 20-21, 1977

Committee Reports:

Nursing Rules and Regulations Committee report was given by Charlie Roche. Committee had (1) succeeded in extending the deadline to take state examination on June 20 and (2) been working toward establishing good support with the State Board of Nursing.

March 10-11, 1977

Committee Reports:

Legislative Committee report was given by Bill Monroe. Senate Bill 163 was discussed and Monroe stated the way he interprets the bill, every place it mentions secondary it means community colleges. Further discussion followed as the bill is now in Legislation.

Nursing Rules and Regulations report was given by Charles Roche. The Nursing Rules and Regulations Committee made some changes in the rules and then sent it on to Bob Cahow.

Law Enforcement Education report was given by Austin Hartshorn. Austin distributed a letter regarding regional LEEP guidelines. Hartshorn made the motion to revise #6 to the effect that if funds are available, text books be purchased and that we transmit this letter in the name of MODAC to Mr. Allen Adams, Regional Administrator of the Law Enforcement Assistance Administration. Motion supported by Don Maine.

May 4, 1977

- Election of Officers for the 1977-78 year:
  The Nominations Committee consisting of Austin Hartshorn, Robert Kollin, and Arthur French passed out the ballots to the MODAC members. It was moved by Andrew Ford that the nominations be closed and that the ballot be accepted as corrected. Second/Corrigan. Vote: All in favor.
  The new officers for the 1977-78 year are as follows:

  PRESIDENT - Thaddeus (Ted) Diebel
  VICE PRESIDENT - Clovis (Tody) Ferguson
  SECRETARY - Frank Marczak
  TREASURER - Donald Maine
  MEMBER AT LARGE - Alan Reed, Gene Dahlin

- RESOLVED: That all members in good standing of M.O.D.A.C. shall at the time of retirement automatically become Honorary members, as per Article II, Section 3 of the Constitution, with all rights and responsibilities as outlined in the Council constitution.

July 14-15, 1977

State Advisory Council For Vocational Education:
Bob Steely discussed his presentation to the State Advisory Council of May 19. The presentation included the following concerns:

- Control by external agency.
- Allocation of Federal Vocational Funds.
- Manpower Information needs and employment projections.
- Advisory Council autonomy.

Bio-Medical Equipment Technologist Certification Board:

- Bob Steely read a letter from Robert Cahow, dated May 9, regarding House Bill No. 4779 to set up a certification board to establish guidelines, rules and procedures for certifying graduates of bio-medical equipment technology programs. It was decided that this bill needs some research. Ted Diebel volunteered to do the research.

- Don Maine thanked the MODAC members for their support and assistance during his membership. He has accepted the position as President of Davenport College in Grand Rapids, and will be leaving MODAC.

- Joe Skupin has left Montcalm County Community College and will be working in the Placement Office of Henry Ford Community College. He will also be leaving MODAC.

Nursing Rules and Regulations Committee:

- Bob Steely volunteered to be the new chairperson of the Nursing Rules and Regulations Committee to replace Charles Roche. Hugh Reid and Art Francis also volunteered to work on the Committee.

- It was suggested by James Folkening, VTES, that the Committee also consider including EMT and Dental Assistant programs in addition to nursing.

Auto Certification Committee:
Hugh Reid volunteered to be the chairperson of the Auto Certification Committee.

MODAC Delegate to MOEA Board:
Frank Marczak will be the MODAC delegate for the MOEA Board.

October 6-7, 1977

- Bio-Medical Equipment Technology:
  Ted Diebel gave a brief report and indicated that his response to Bob Cahow on regulations for certifying were of no particular concern. MCCA decided not to pursue it through State Division of Certification.

- MOEA:
  Frank Marczak requested that someone be selected to replace him as representative to MOEA. Till Peters volunteered and his appointment was unanimously approved. The first MOEA meeting will be October 20. Dues will increase from $2.00 to $5.00 effective July 1, 1978.

- Federal Act:
  President Diebel asked for input to be shared with Carl Pursell concerning new regulations to the Federal Act. Members concerns included:
  1) Follow-up on diminishing returns issue - specific earmarking of funds for special purposes.

  2) Sex stereotyping - sex ratio much greater than 80 to 20. Burden of proof rests on institution. Would like to see guidelines by Federal for 80-20 ratio. Counselors should be inserviced to reorient them to sex discrimination. Would like something less rigid than 80-20 figure.

  3) Communicate some profiles of what students are like in programs.

  4) Administration in V-TECS needs updating - have to recognize and appreciate students.

  5) 504 Rehabilitation Act.

January 12-13, 1978

- C.B.E. Implementation:
  James Folkening discussed the following C.B.E. Modules:
  0. Orientation to the Community College
  1. Program goals or competencies
  2. Performance Objectives
  3. Object Reference Tests
  4. Selected Learning Activities (strategies individualized for instructors)
  5. Follow-up and Evaluation (with student, total review of achievements)

- **MOEA**:
From the MOEA Board of Directors' Meeting, the proposal being developed by the University of Michigan Occupational Educational Programs for the establishment of a Professional Development Program. The proposal was reviewed and it was determined there would be no MODAC position on it. The item will be handled on an individual basis by the colleges.

- **New York Plan - Proposed Two Levels of Nursing**:
No movement at this time, however, she (Marjorie B. McBrien) describes the concept.

- **Nominating Committee**:
The President announced the appointment of the following to serve as the Nominating Committee: Robert Steeley, Robert Kollin, Terry Luxford.

March 16-17, 1978

- **MOEA Legislative Committee**:
Some issues for consideration are:

1. Put forth extra effort for 100% state funding for reconstruction of old facilities. Most allocated funds are for new construction and very little being made available for maintenance and reconstruction of old facilities.

2. Funds for equipment, especially ongoing programs. Art Francis suggested that MODAC make the State aware of the fact that money is needed for post-secondary improvement.

3. Funds are needed for curriculum updates and existing curriculum.

4. Matching funds for special needs. T. Peters expressed the feeling that MODAC was too small a group to effectively get the needs for vocational education across to the state legislators. After some discussion, it was agreed that MODAC should appoint a committee to assume the responsibility for contacting the legislators.

- Soon to begin (Wayne Community College) the following four articulation programs: Automotive, Data Processing, Office Education, and Health Occupations, with a fifth program, Culinary Arts, being finalized. Machine Tool has no program as yet but a curriculum is being formulated to be used at the skill centers.

- **Guidelines for Criminal Justice Programs in Community & Junior Colleges**: Garnet reported that the National Criminal Justice Institute is presently meeting to determine accreditation for CJ programs. Can we have both a transfer and vocational criminal justice program in community colleges? It was suggested that MODAC appoint a committee to meet with the community college CJ staff to review this program.

May 10, 1978

- **Law Enforcement**:
  A recommendation will be forthcoming from the LEAA that two-year graduates of Police Science Programs in community colleges are not needed. The recommendation from this group is that four-year Police Science majors are preferred. Discussion was held about the makeup of the LEAA group, standards, requirements and reports, and withdrawal of LEAA approval.

- A slate of candidates for MODAC members was distributed, they are:

  PRESIDENT - Toby Ferguson
  VICE-PRESIDENT - Frank Marczak
  SECRETARY - David Pilon
  TREASURER - Ben Scanden
  EXECUTIVE COMMITTEE - Garnet Stewart, Austin Hartshorn

June 20, 1978

- **Law Enforcement**:
  New L.E.A.A. guidelines appear to be worded such that funding for law enforcement programs in community colleges may be withheld.

  Judy Norris of L.E.A.A. has requested to see more general education courses in law enforcement programs and less specific law enforcement courses.

October 5-6, 1978

NOTE: Please review minutes (see attached). Please note the following areas:
Law Enforcement
MOEA
MCCA
CBE
New Business
AVA

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

Minutes of the Meeting
October 5-6, 1978

Pinestead Reef
Traverse City, MI

The meeting was called to order at 1:30 P.M. by President Toby Ferguson, Northwestern Michigan College, on October 5, 1978, at the Pinestead Reef, Traverse City, Michigan.

Present:

Alan Reed	Alpena Community College
Arnold Anderson	Bay de Noc Community College
Art Oettmeier	Delta College
Chuck Henkel	Glen Oaks Community College
Gene Dahlin	Gogebic Community College
Till Peters	Grand Rapids Junior College
Andrew Mazzara	Henry Ford Community College
Wally Ollila	Jackson Community College
Marilyn Schlack	Kalamazoo Valley Community College
Robert Steeley	Kellogg Community College
Garnet Stewart	Kirtland Community College
Ben Standen	Lake Michigan College
Hubert Reid	Macomb County Community College
Austin Hartshorn	Macomb County Community College
Chuck Corrigan	Mid-Michigan Community College
Robert Kollin	Monroe County Community College
David Pilon	Montcalm Community College
Marge McBrien	Mott Community College
Frank Marczak	Muskegon County Community College
Arthur Francis	North Central Michigan College
Toby Ferguson	Northwestern Michigan College
James Dotseth	Oakland Community College
Arnold Metz	St. Clair County Community College
Ted Diebel	Schoolcraft College
Norman Ashcraft	Southwestern Michigan College
Norman Lederer	Washtenaw Community College
Art Shack	Wayne County Community College
Terry Luxford	West Shore Community College

Guests in Attendance:

Dr. Donald Campbell	Monroe County Community College President
Sally Goodwin	Henry Ford Community College
David Rice	Kalamazoo Valley Community College
Leslie VanBeveren	M.L.E.O.T.C.
Richard Weiler	Grand Traverse County Sheriff
Bruce Blanding	Michigan Department of Education
Jim Folkening	Michigan Department of Education
Jack Shanahan	Michigan Department of Education
Dick Holmes	Michigan Department of Education

Approval of Minutes

It was moved by Wally Ollila and seconded by Arne Anderson that the minutes of the August meeting be approved.

Treasurer's Report - Ben Standen reporting.

The Treasurer's Report was approved as read. Balance in account is $ 554.05. Dues should be paid as soon as possible for MOEA because of upcoming Dallas Conference. Ben Standen will send updated roster to Jim Hannaman at MOEA.

Committee Reports

Law Enforcement - Garnet Stewart reporting.

Institution - Director can be Occupational Dean, Assistant Director must have teaching experience.

1. Firearms range doesn't have to be on campus.
2. Gym, can use nearby high school.
3. Library has to have periodicals and textbooks on law enforcement.

Student - Must be screened for the following:

1. Physical like employment physical for a law enforcement position.
2. Finger printed with no past record.
3. Ther is no guarantee that students will obtain job after completing course.
4. If student doesn't find employment in a bonified job after period of one year, he then loses his certificate and must take academy course.
5. Student must maintain C average.
6. Student must take MLEOTC post-test.

Mr. VanBeveren discussed the post-test given by MLEOTC. These are evaluated by class on a curve. The subject areas that students score low on at an institution will be looked into.

Deans expressed some concern in duplicating the 8 week training session. Those students graduating with an associate degree will already have the 8 week MLEOTC program included. If the student doesn't have an associate degree, he would need to take the session. There are no "test-outs" at the present time. Deans may write to Mr. VanBeveren at: State of Michigan, Department of State Police, 7400 North Canal Road, Lansing, MI 48913, or phone: (517) 373-2826.

Deans thought it was important to have in-service training.

Garnet Stewart discussed the AELE Law Enforcement Legal Defense Manual, "Liability for Insufficient Supervision and Training of Police Officers." Anyone interested in obtaining a copy, write to Garnet Stewart.

Nursing Rules and Regulations - Robert Steeley reporting.

The nursing rules and regulations were rejected by the Attorney General and need to be re-written by the Board of Nursing. These revisions will be presented at January meeting.

Jim Folkening provided copies of Public Health Regulations. Someone from the State Department will discuss the code at the January meeting.

Wally Ollila moved that MODAC support the nomination of Janet Jackson for State Board of Nursing. Arne Metz seconded the motion. Discussion followed and Gene Dahlin recommended the motion be revised to read that MODAC recommend to the Governor that community college personnel be on the State Board of Nursing and that MODAC supports the nomination of Janet Jackson from Northwestern Michigan College and also Mary Pat Szubert from Mott Community College. In that way, supporting both organizations who are nominating. Ted Diebel seconded the amendment and it passed unanimously. The total motion was also passed with one "no" vote. The Secretary, Dave Pilon, will prepare this correspondence, signed by the President, to the Governor supporting these two candidates.

MOEA - Wally Ollila reporting.

The MOEA travel package to the AVA convention in Dallas (December 1-6, 1978) was discussed.

Till Peters is on the committee to select Executive Officers for MOEA. MODAC is not able to elect representatives at this time, but if you have any recommendations for president of MOEA, send name, address, etc. to Till Peters.

Andy Mazzara reported to MODAC the goals of MOEA which are: funding, placement, special needs and obtaining vocational funding for facility renovation. He will meet with the MODAC Executive Board before the next meeting when a more detailed report will follow.

Enrollment - Frank Marczak reporting.

There was much discussion of the history of the enrollment/follow-up form. We are presently waiting for development from a federal agency (National Center for Educational Statistics). According to Jack Shanahan, in-service information for Occupational Deans will be forthcoming in November. It appears from the information that the State Department has received that the enrollment information requested will not change that much only the forms will be different.

MCCA - Gene Dahlin reporting.

Gene Dahlin reported on the last MCCA meeting in Ironwood. MCCA asks that MODAC respond to the Dean's Guide, Section 4.1, where it refers to the requirement of American Government be taken in all certificate and degree programs.

Dr. Shanahan explained that according to Act 205, 1931, that all students completing a degree or diploma program must have a four-hour course in political science. Act 331, 1966, the Community College Act, Section 105, defines the community college program by stating that students must have a political science course for an associate degree. Three opinions have been rendered by the State Attorney General in this regard for 4 year public and private schools. One opinion was that it was unconstitutional in the State of Michigan and in two other opinions, it was left to the discretion of the Board of Trustees. No opinion was rendered regarding community colleges.

Jim Dotseth said he has a letter from Ferris Crawford, retired Deputy State Superintendent of Higher Education, which disclaims the political science requirement. Possibly he will find a copy of the letter for the January

MODAC meeting.

Deans expressed concern in changes of funding for Community Colleges.

- Capital outlay funding for 4 year schools
- Funding for financing first year programs
- Community Service funding - referred to Directors of Continuing Education.

Arne Anderson moved that MODAC request that MCCA include in their research project, study that would provide budget information on capital outlay and construction dollars as they are allocated to 4 year schools, compared to 2 year colleges and information on the historical development of 1 and 2 year programs in 4 year schools, and that all this information be delineated so as to show how monies have been spent. This motion was seconded by Chuck Corrigan and carried unanimously. Toby Ferguson will write a letter to Executive Secretary of MCCA, Bob Cahow, to get this item on their agenda for next meeting.

Higher Education - Jack Shanahan reporting.

Because of a time element, Dr. Shanahan and his group requested the floor at this time. Jack reported that John Porter, the State Superintendent is resigning. Also, Addison Hobbs is resigning as of November 10 to take a position as Assistant Superintendent for Vocational Education in the State of Maryland.

Annual Program Evaluation

The group doing the evaluation is made up of college presidents and deans. The enrollment/follow-up process will be drafted in the form of a preliminary paper as to the role of the State and colleges. On October 11, 1978, this committee is meeting in Lansing to take another look and by January or February, they will be trying out these new ideas.

CBE - Jim Folkening reporting.

CBE status reports were distributed to members. Jack Shanahan made it clear to the members that it is the goal, not a mandate that CBE be designed for each occupational program by September, 1980.

There has been tremendous response to the workshops. A good mixture of groups, i.e. occupational, academic, etc.

The State Department has duplicated CBE modules for in-service training; there are a limited number of sets (1,000). Deans are asked to submit to the State Department the amount of sets and dates needed. Please be reasonable. These need to be made available to all faculty. Slides will be provided by the State Department. The November workshop will certify trainers of CBE.

The meeting was adjourned at 5:00 P.M.

The meeting was reconvened on Friday, October 6, 1978. The President called the meeting to order at 9:10 A.M.

Chuck Corrigan started the meeting off with a motion that MODAC recommend MCCA request an opinion as to the applicability of Act 205 (the requirement for the

inclusion of American Government course in community colleges associate degree and certificate programs), noting that the Attorney General has found the Act in conflict with constitutional provisions establishing the rights and powers of 4 year college Boards of Trustees. Ted Diebel seconded this motion.

Discussion followed and it was stated that there is no statement in the State Plan for Vocational Education dealing with American Government requirement for 1 year certificates.

Till Peters moved that the motion be tabled and was seconded by Robert Steeley. Seventeen members in favor of tabling the motion and seven opposed. The motion was tabled.

Toby Ferguson recommended that a committee be formed to study the legal implications of this and report at the January meeting. This committee consists of Chuck Corrigan, Andy Mazzara, Terry Luxford, Jim Dotseth and Art Francis. In the meantime, it was agreed that each community college react to the "assurances" as they see fit.

New Real Estate Licensing Law - Austin Hartshorn reporting.

Legal agencies appealed for approval of Real Estate programs on an annual basis. As a result of that, they were required to request rules and regulations. New rules came on August 31, 1978. A public hearing was held on September 12. The rules were approved in October in spite of MCCA's plea. They objected to the part that requires credit course outlines, since these must be submitted seven months prior to offering the course.

Art Francis suggested that Robert Grissenger, Department Commissioner of Real Estate Division, Michigan Department of Licensing and Regulations, come to the group and talk about his expectations. Austin Hartshorn seconded; motion passed and Austin will request Mr. Grissinger be present at the January meeting.

Toby Ferguson suggested MODAC develop a position paper stating MODAC's mission and from what authority that mission was taken. This then, could be taken to MCCA and together, it might be effective.

Law Enforcement -

The Deans agreed to send a letter to the president's group (MCCA) stating individual/specific community college concerns. All deans who have law enforcement concerns, send them to Garnet Stewart or anyone on the Law Enforcement Committee who will make up a formal document to MCCA. Please send as soon as possible. This document will be shared with the group before going to MCCA.

New Business

President Ferguson discussed the next State Advisory Council meeting which will be January 18 and 19, somewhere near Macomb Community College. The three areas MODAC will send representatives for are:

1. Controls of external organizations on Occupational Education at the community college level.
2. Allocation of federal funds.
3. Advisory Council Autonomy.

The Executive Board is also asked to attend as an informational resource.

Arne Metz suggested the Executive Board meet and seek people to meet with the State Advisory Council. Art Francis seconded and the motion carried.

Increase Dues

It was recommended by Arne Anderson that dues be increased for consultants to speak at special meetings about common concerns such as time management. Much discussion followed and some ideas were brought up.

> Special meetings with additional registration fee
> Once a year have in-service meeting. The deans all agreed that professional in-service experience, possibly combined with FOCUS, was advisable.

Any specific training needs should be communicated to Robert Steeley who is on the Executive Committee of FOCUS. These should be forwarded before December.

AVA

Toby Ferguson read a letter from Gene Bottoms stating the need for awareness of the AVA, to become more functional and to bring up vocational funding to a billion dollars (twice present amount). MODAC will communicate to the its successes, services and accomplishments. All deans are to discuss this with their presidents. Toby will express to Bob Cahow the concerns of Gene Bottoms.

Coming Meetings

January 11-12	Grand Rapids
March 8-9	Washtenaw, Ann Arbor
May 10-11 (FOCUS)	Oakland, Bloomfield Hills
August 10-11	Mid-Michigan, Harrison

The meeting was adjourned at 12:20 P.M.

August 10-11, 1978

- The new President of M.O.E.A. is Ned Sutherland, Lewis Cass Intermediate School District.

- There is a new organization: The Michigan Vocational Curriculum Leaders Group.

- Law Enforcement: LEEP rules and regulations are concerns to M.O.D.A.C. A major concern is that LEEP is promoting the inclusion of Liberal Arts-type courses into the program of Law Enforcement as opposed to technical-type courses. In-service training is very important for law enforcement agencies and this is an area that community college should be especially interested in.

- Nursing: The Legislature has been working on the Public Health Code (House Bill 4070) for three or four years and this is now complete.

- The President made a few preliminary remarks regarding the necessity of upgrading the job of patrolman. If the community colleges are not involved in upgrading training or in-service, it appears that there is a link missing in the training of Law Enforcement student. Community colleges should have more involvement.

January 11-12, 1979

Political Science Requirement:

Act 205, P.A., 1931, as amended by Act 229, P.A., 1957, does not apply to community colleges.

> "In all county normal schools a course of 4 term hours shall be given in civics, and in all colleges receiving public money, courses of not less than 3 semester hours, or equivalent, shall be given in political science, or in government and public administration, covering the form and functions of our federal and state governments, and of counties, cities, and villages. Throughout said course the rights and responsibilities of citizenship shall be stressed. No baccalaureate degree or diploma shall be granted after June 30, 1958, to any student of such normal school or college unless such student shall have successfully completed said courses."

CONSTITUTION - ARTICLE VIII, SECTION 7:

"The legislature shall provide by law for the establishment and financial support of public community and junior colleges which shall be supervised and controlled by locally elected boards."

The locally elected boards are defined as "body corporate" by Section 103 of Act 331 of 1966.

389.103 COMMUNITY COLLEGE AS CORPORATE ENTITY:

The community college district shall be a body corporate and may sue and be sued, and may take, condemn, use, hold, see, lease, and convey real property received by gift, devise or bequest, as the interest of the community college district may require. Every community college district shall be presumed to have been legally organized when it has exercised the franchises and privileges of a district for a period of 2 years and the district and its trustees shall be entitled to all rights, privileges, and immunities and be subject to all duties and liabilities conferred upon community college districts by law.

An area vocational-education program means a program of organized systematic instruction designed to prepare the following individuals for useful employment in recognized occupations: (a) Persons who have completed or left high school and who are available for full-time study in preparation for entering the labor market. (b) Persons who have already entered the labor market and who need training to achieve stability or advancement in employment. (c) Persons enrolled in high school. (Section 105, Act 331, 1965)

March 8-9, 1979

- <u>Department of Education</u>:
  On a visit from the federal auditors (M.E.R.C.), there were three areas of concern indicated by the auditors:

  1. Displaced Homemaker - Michigan was held in non-compliance in nine areas. Displaced homemaker guidelines have been adopted. To become eligible, the institution that has approved vocational programs must apply to the Michigan Department of Education. They will receive monies which can be used to reimburse student tuition. This is new money above and beyond monies already received.

2. Sex Equity - The auditors stated that there must be guidelines in the administrative provisions and that Michigan must have sex equity in their programs.

3. Advisory Committees - Michigan is in non-compliance because they cannot show the advisory committee's involvement, or what the make-ups of those committees are. Each occupational dean will submit a plan on how he will comply with advisory committee make-ups as part of their annual program approval process.

- The "PCS" Program Classification Structure outlined in NCHEMS was adopted.

- Nominating committee members for this year's election of officers are:
  Terry Luxford, Art Shack and Ted Diebel

May 2, 1979

- Election of Officers:
  Elected to office for the year of 1979-80 are:

  PRESIDENT - Frank Marczak, Muskegon Community College
  VICE PRESIDENT - Andy Mazzara, Henry Ford Community College
  SECRETARY - Marge McBrien, C.S. Mott Community College
  TREASURER - David Pilon, Montcalm Community College

- Michigan Department of Education
  New Occupational Program Application - 1979-80:
  Nancy Jobe stated that the following items would be deleted from the new application form: (1) enrollment plan, (2) ongoing equipment form, (3) assurance form.

June 27, 1979

Nothing of great importance, very short minutes.

August 9-10, 1979

- Program Review of Occupational Education (PROE). Programs will be evaluated every three years. PROE is modeled after the California system, and guidelines were developed with state and local focus. The new system is a perceptual system with program focus. Forms that will be used include:

- Faculty Appraisal of Specific Occupational Program
- Student Perceptions of Occupational Education
- Advisory Committee Perceptions of Occupational Education
- Summary Profile by Site Visit Team

PROE has been pilot tested this summer at Mid Michigan and Henry Ford Community Colleges.

- Activities Classification Structure (ACS) provides a framework for analysis of the cost structure at the community college and the state funding procedures. It looks at average costs involved in specific programs, and provides a means of improvement in internal management.

October 17, 1979

- Addendum to Criminal Justice Report
(see attached)

- IMPACT OF INDEPENDENT ACCREDITING AGENCIES AND GOVERNMENTAL UNITS UPON LOCAL AUTONOMY AND FLEXIBILITY OF POST-SECONDARY INSTITUTIONS
(see attached)

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

Minutes of the Meeting
October 17, 1979

Lansing Hilton Inn
Lansing, Michigan

The meeting was called to order by President Frank Marczak at 9:15 a.m.

Present:

Alan Reed	Alpena Community College
Arne Anderson	Bay de Noc Community College
Marjorie McBrien	C. S. Mott Community College
Richard Klein	Delta College
Charles Hinkel	Glen Oaks Community College
Gene Dahlin	Gogebic Community College
Till Peters	Grand Rapids Junior College
Andrew Mazzara	Henry Ford Community College
Conklin Bray	Highland Park Community College
Wallace Ollila	Jackson Community College
Marilyn Schlack	Kalamazoo Valley Community College
Robert Steely	Kellogg Community College
Garnet Stewart	Kirtland Community College
Jim Bekkering	Lake Michigan College
William Monroe	Lansing Community College
Austin Hartshorn	Macomb County Community College
Ed Anzicek	Macomb County Community College
Charles Corrigan	Mid Michigan Community College
David Pilon	Montcalm Community College
Frank Marczak	Muskegon Community College
Arthur Francis	North Central Michigan College
William J. O'Mahoney	Oakland Community College
Arnold Metz	St. Clair County Community College
Fernon Feenstra	Schoolcraft College
Norman Ashcraft	Southwestern Michigan College
Norman Lederer	Washtenaw Community College
Ronald Watcke	Wayne County Community College
Terry Luxford	West Shore Community College

Guests:

Charles Dee	Kalamazoo Valley Community College
Jim Folkening	Michigan Department of Education
Nancy Jobe	Michigan Department of Education
Lyle Robertson	Macomb County Community College
Jim Weber	Michigan Department of Education

Approval of Minutes

The minutes from the last meeting were approved as written.

Additions to Agenda

5.B.4. Letter in response to MODAC's letter of concern re: filling of State Department of Higher Education Vocational Education Director's position - F. Marczak

5.B.5. Contact/Credit Hour Survey - T. Peters

5.B.6. Criminal Justice Education Program Report - T. Peters

Old Business

A. Committee Reports - None

B. Current Issues

1. ACS Update - J. Folkening

The Task Force on Instruction has met and will meet again October 24. Five community colleges: Grand Rapids, Muskegon, St. Clair, Oakland, and Monroe are currently performing a crosswalk to identify which activities classification specific courses will fit into. The Taxonomy is being used to assist with this activity.

Several deans expressed concern that persons unfamiliar with the courses are using course titles rather than course descriptions in categorizing specific courses and may consequently place courses inappropriately.

J. Folkening stated that the Activities Classification Structure will be used in conjunction with the new accounting manual. At this time it is unclear how this will specifically relate to state and federal funding. It is also unclear how non-credit producing instruction activities will relate.

J. Weber reported that a second Task Force is meeting to identify factors other than credit hours which relate to instructional costs.

2. MODAC Information Network

A chart outlining a fan out system for rapid dissemination of urgent messages was distributed. The system can be put into operation by phoning urgent messages to the MODAC President.

An updated membership roster was distributed and additional corrections were made.

3. Implementation of MISIS

A letter went out to community college presidents this week regarding a workshop being offered on November 12, 1979. Each college is being asked to send representatives to this workshop on implementing MISIS. Deans expressed concern that other agencies, both public and private, are sending out survey documents asking for information which is included in MISIS and there is no coordination of these survey activities. J. Folkening stated that the previous VEDS SEIR forms will be replaced by the MISIS forms. Personnel from TEX-SIS will assist with implementation of this system in Michigan.

4. Letter from Dr. Eugene Paslov, Michigan State Department of Education

Frank Marczak read Dr. Paslov's letter sent in response to the deans' expressed concerns regarding the filling of the Voc. Ed. Director's position.

Jim Weber reported that they hope to have the position filled by late December 1979.

5. Letter from Jack Shanahan

A thank you letter from Jack Shanahan was read by F. Marczak. Jack's new address is:

Dr. John Shanahan
District Director
District Office
235 North Avenue
Fond du Lac, Wisconsin 54935

Phone: (414) 922-8611

6. New Business

A. President's Items

1. Business and Industry Council

F. Marczak reported on a business and industry conference which he attended at the invitation of A. Loomis. This group has been formed to provide for liaison between business, industry, and education. The group is currently involved in raising funds to support activities relating to staff development, facilities, and delivery systems in vocational education. F. Marczak will distribute the minutes and membership roster of this group to MODAC members.

2. MCCA

a. MODAC Involvement In Legislative Issues.

F. Marczak reported that presidents are concerned about MODAC as an organization becoming involved with legislative issues since opinions expressed by MODAC may inadvertantly interfere with presidents abilities to deal effectively with legislators. Deans expressed concern that bills such as House Bill 4114 which affects real estate education programs may be passed before presidents are made aware of their implications for community colleges and given opportunity to intercede. It was pointed out that in reviewing legislation for the presidents, Tom Bernthal is concerned primarily with identifying and analyzing legislation which impacts the community college as a whole. Consequently, bills which could seriously interfere with occupational educational programs may not be identified and analyzed for the presidents.

Deans expressed a desire to initiate an early warning system whereby anyone identifying items of conern can communicate these to all occupational deans through the MODAC Information Network.

Each dean could then bring the items to the attention of his/her president individually. In this way the deans would support rather than hinder the presidents' lobbying efforts.

b. Report on MCCA Meeting

1. F. Marczak reported that presidents are concerned regarding nursing education programs as these relate to the ANA 1985 Resolution. J. Folkening reported that to this point the ANA Resolution has not become legislation in any state. The identifiable trend of reduction in LPN students and graduates over the past four years may relate to efforts to establish two levels of nursing practice. ADN numbers have remained about the same.

   This issue will be addressed at the AACJC-NLN Conference in Washington on October 23 and 24. Reports of this meeting will be made at MODAC's December 13 and 14 meeting.

   The October issue of Michigan Hospitals has a good overview of the positions of various nursing and health care groups regarding levels of nursing practice.

2. F. Marczak reported that other concerns addressed by MCCA related to building and equipment upkeep, the Space Inventory due October 1, 1979 and the Capital Outlay Bill.

   J. Weber stated that the Space Inventory relates to the Task Force appointed by the Governor on capital outlay spending. The Capital Outlay Bill has been tabled.

3. State Advisory Council on Vocational Education

   F. Marczak reported that he is receiving the dates and agenda for the council meetings and MODAC members are invited to attend. There is now only one post-secondary member on the council whose term is about to expire. There are

several vacancies on the Council at this time.

Moved by A. Hartshorn and seconded by F. Feenstra that MODAC make a concerted effort to keep communication open with the State Advisory Council and that MODAC recommend community college representatives for membership. Motion carried. F. Marczak is to contact B. Rude regarding this. (This item will be addressed at the December meeting.)

4. Physical Therapy Association Letter

F. Marczak presented a letter from the Physical Therapy Association which related to program standards. This again opened the topic of accrediting agencies and their infringement on educational programs. The major problem identified was that the agencies attempt to influence the process rather than the product of education. A. Mazzara provided a copy of a resolution (Board Report #451, Oct. 16, 1978 - copy attached) which was approved by MCCA with a request that each Board of Trustees approve a similar resolution.

11:45 a.m. Adjourned for lunch.

1:15 p.m. Reconvened.

5. Itinerant Apprentice Fee Structure - Review of Public Act #97 Section C

This act could have implications for all colleges as it defines a method of establishing an equivalent credit for non-credit producing courses and programs.

6. Relationship of Four Year Institutions Granting Associate Degrees to MODAC

F. Marczak raised the question of whether we should extend MODAC membership to this group because of common interests. It was the concensus of the group that MODAC should be limited to its original purpose of advocating vocational education at the community college level.

B. Items From the Membership

1. Dental Hygiene Proposed Guidelines - B. Steely

B. Steely pointed out that the latest draft (Feb. 1979) of the proposed guidelines from the American Dental Association contain instructor student ratios and certain clinical competencies which go beyond the Michigan Public Health Act. (See pgs. 9 and 10 of the guidelines.) He suggested that deans with Dental Hygiene Programs may wish to review these guidelines.

C. Guests

1. Auto Education Programs

At the December meeting we will discuss the certification process and extension of certification to mechanics working on recreational vehicles, farm vehicles, and motorcycles.

2. MOICC - Harvey Ollis rescheduled for December.

7. Emerging Issues

A. A. Mazzara - suggested that colleges with wine tasting courses review Senate Bill 389 introduced by Senator George Hart. This bill may affect Michigan Public Act 531, 1978 which exempts supervised bona fide educational programs from the drinking age legislated through proposal D.

B. A. Anderson - suggested that deans follow the progress of House Bill 5030 which would exempt community colleges from paying retirement for part time instructors.

8. Possible Future Agenda Items

A. Ron Dennison from National Center for Research in Vocational Education

B. Performance Based Teacher Education

C. F. Marczak announced that he had received the following communication from B. Stewart regarding plans for the FOCUS Meeting:

Theme: Serving Consumers for the 80s

Date: May 22 and 23 (starting with lunch May 22)

Place: Battle Creek

There will be a planning meeting December 6, 1979 at 9:00 a.m. at Jackson. MODAC representation is requested. F. Marczak will ask W. Ollila to attend.

9. Next Meeting

December 13 and 14 - Mott Community College

10:00 a.m.-12:00 noon - Thursday, Dec. 13 - Executive Committee

1:30 p.m. - Membership Meeting - Genesee Room in the College Center

Tentative Agenda

1. Call to Order
2. Introductions
3. Approval of Minutes
4. Additions to Agenda
5. Communications
6. Old Business
   - A. Committee Reports
     - 1) A.T.E.A. Conference Plans - R. Kollin
   - B. Current Issues
     - 1) ACS Update - W. Ollila
     - 2) ~~MOICC Responses to Survey - H. Ollis~~
     - 3) Automotive Education - H. Smith
     - 4) MISIS and PROE Update
     - 5) Update on ANA Resolution Re: Entry Into Nursing Practice - Washington Conference Report - A. Daus
     - 6) State Advisory Council for Vocational Education - Vacancies
7. New Business
   - A. Guests
     - 1) Energy Education - R. Holmes and Dr. R. Muth from MSU
   - B. President's Items
   - C. Items From the Membership
8. Emerging Issues
9. Possible Future Agenda Items

10. Next Meeting
    A. Time and Place
    B. Agenda Items
    C. Motel and Eating Arrangements
11. Winners and Zingers
12. Special Guests - Ron Dennison and Robert Norton
    A. National Center for Research in Vocational Education
    B. Performance Based Teacher Education

*Note - Additions and corrections to Membership Roster

Delta College	Add Richard Klein
Grand Rapids Jr. College	Phone - Change to 456-4965
Henry Ford Comm. College	Phone - Change to 271-0445
Macomb (South)	Ed Anzicek Dean of Occupational Education
Muskegon Comm. College	Phone - Delete 773-9131
Oakland Comm. College	Change title to Dean of Applied Sciences and Arts
Schoolcraft College	Phone - Change to 591-6400 Ext. 533
Washtenaw Comm. College	Change title to Dean of Instruction
Wayne County Comm. Coll.	Phone - Change to 832-3412

The meeting was adjourned.

Respectfully Submitted,

Marjorie B. McBrien
Secretary

MBMcB/cr

Addendum to Criminal Justice Report

At the October 17 MODAC Meeting Till Peters reported that the state level committee examining criminal justice education in Michigan did not appear to be of concern to community colleges. Since then, further information has surfaced. A summary of the information forwarded follows.

The Commission on Criminal Justice with a membership of 37 members including senators, representatives, judges, attorneys, various law enforcement agency members, social service agency members, government officials at various levels, mental health agencies, public health agencies, The Department of Education (E. Paslov), and consumers is forming a task force. The initial goal or intent of this task force is to establish a knowledgeable group that will address the training and education issues of the various components of the justice system and to recommend ways to improve their quality and effectiveness.

Their objectives are:

A. Broaden task force members' understanding of the training and educational issues of the justice system as a whole and the issues of the various components of the system;

B. Identify the major issues and deficiencies relating to the training and education in the justice sector.

C. Explore methods of linking training and educational curricula to the needs of the different justice components, including review of non-traditional forms of instruction.

D. Improve coordination among state organizations concerned with justice and the various national and local educational opportunities to review duplication of effort and develop cross-sectional understanding.

E. Coordinate the better use of existing resources (e.g., community colleges, universities, training academies, funds) that are already committed to training and education, reviewing functional specializations.

F. Provide technology transfer capability.

G. Develop a concise management plan and policy manual for the coordination of training and education in the future.

H. Provide a forum for the continual assessment of the needs for different training and educational programs.

Their time frame indicates selection and training of a task force in October. Anyone wishing further information or seeking appointment to the task force or delegation as a resource person, may wish to contact:

Chairperson:	Ernest C. Browne Jr. 5067 Allendale Detroit, MI 48204 (313) 895-6263 (home) (517) 374-1245 (office)
Vice Chairperson:	Ilene Tomber 2370 Huron Hill Drive Okemos, MI 48864 (517) 349-0257 (home) (517) 353-0757 (office)

THE IMPACT OF INDEPENDENT ACCREDITING AGENCIES AND GOVERNMENTAL UNITS UPON LOCAL AUTONOMY AND FLEXIBILITY OF POSTSECONDARY INSTITUTIONS

Accreditation is the process by which the operation of entire educational institutions or their specific programs are evaluated against established criteria of quality. The primary purpose of accrediting is the improvement of standards of performance. Accrediting in the United States is a voluntary activity performed by professional associations at the request of the institution being evaluated.

The traditional voluntary nature of accreditation evolves into a mandatory status when accreditation is required by government units as a condition for program funding or licensure of program graduates. Thus, governmental units which have no constitutional responsibility for education insinuate a control over instructional content, methods, and teacher selection.

In addition to the above occurring, the proliferation and specialization of accrediting bodies, 52 of which are recognized by the Council of Postsecondary Education (COPE), imposes burdens upon schools, as time, energy and money are expended to satisfy multiple accreditations. Ironically, COPE acknowledges the need for local autonomy to achieve excellence. "...Postsecondary education in the United States derives its strength and excellence from the unique and diverse character of its many individual institutions. Such qualities are best sustained and extended by the freedom of these institutions to determine their own objectives and to experiment in the ways and means of education within the framework of their respective authority and responsibilities."[1]

One alternative to the increasingly burdensome accreditation demands would be the adoption by all postsecondary schools of a firm position regarding the scope and function of accreditation. The statement of this position would include these points:

1. The consitution of each state identifies units responsible for higher education within that state. This should be interpreted that other governmental units are excluded from any actions which intrude upon this constitutional responsibility.

2. The charter, philosophy, policies, and legal contracts of each postsecondary institution govern its decisions and performance, subject only to constitutional and appropriate legislative authority.

3. Constitutional responsibilities and appropriate legislative authority are interpreted and facilitated by the constitutionally designated state agencies.

4. Postsecondary schools should vigorously protest and resist the tendency of state governments to shape educational philosophy through fiscal, curriculum or facilities legislation.

1. The Balance Wheel for Accreditation, The Council on Postsecondary Education, July, 1978, Page 9.

5. Each postsecondary institution should seek regional accreditation as objective and normative evidence of the quality of its operation for itself as well as prospective students and other institutions. Postsecondary institutions have a responsibility to participate in the governance and operation of their regional accreditating association and to support its activities financially.

6. Other general and programatic accreditation should not be imposed but should be voluntarily sought when the chief executive of an institution deems such accreditation to be desirable. Accrediting bodies, other than the regional accrediting associations, should seek financial support from the industries or professions which they represent and should offer their evaluation services to institutions without charge. This step would reverse the proliferation and specialization of accrediting agencies.

7. Licensure to practice trades or professions should be based solely upon evidence of program completion and the demonstrated proficiencies of the applicant.

8. Only regional accreditation may be made a requirement for eligibility to receive funding from any governmental unit.

9. Postsecondary institutions should vigorously contest the attempt of any governmental agency to impose requirements upon schools, their personnel, or their graduates when such requirements exceed constitutional authority or appropriate legislative authority.

/ajs
9/15/78

February 26-27, 1981

- MODAC will send a contribution to the American Heart Association in the name of Ralph Banfield.

- Trade Readjustment Act is marked for elimination. Will affect at least 14 colleges.

- Election Committee appointed Richard Holmes, Ken Snow, and Wally Ollila.

May 28, 1981

- Economic Development:
  An economic development plan is being proposed in Michigan to provide training programs of short duration for industries needing training for their employees. The aspects of this plan are twofold:

  1. To make a study of where business and industry have worked together in the State of Michigan and to find out what activities are taking place, at what levels, and to obtain cost figures.

  2. Approval of the concept to run a training program channeling activities and money through post-secondary educational institutions.

  Basically, the monies will be used to run training programs from curriculum development through the training activities with a maximum of 26 weeks for the actual training period.

- Elections:

  PRESIDENT - Andrew Mazzara, Henry Ford Community College
  VICE-PRESIDENT - Till Peters, Grand Rapids Junior College
  SECRETARY - Pete Rush, Northwestern Michigan College
  TREASURER - Norm Ashcraft, Southwestern Michigan College
  EXECUTIVE COMMITTEE - Marilyn Schleck, Ken Snow

August 19, 1981

- State Board of Nursing Rules:
  (See attached)

- **Professional Development Project**:
  One of the objectives of the project is to attempt to provide secondary, post-secondary, and vocational instructors opportunities to keep current in their fields. This need can be met in two ways - one, a state-wide network of workshops and seminars, and, two, workshops on a local basis.

- **MDE Economic Development Activity Update**:
  (See attached)

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

Minutes
August 19, 1981 Meeting

Henry Ford Community College

Present:

Marjorie McBrien	C. S. Mott Community College
Richard Klein	Delta College
Till Peters	Grand Rapids Junior College
Andrew Mazzara	Henry Ford Community College
John Gearns (Guest)	Henry Ford Community College
Oretta Todd	Highland Park Community College
Wallace Ollila	Jackson Community College
Debby DeKlein (Guest)	Jackson Community College
Marilyn Schlack	Kalamazoo Valley Community College
Robert Steely	Kellogg Community College
Kenneth Snow	Lake Michigan College
Robert Kollin	Monroe County Community College
Frank Marczak	Muskegon Community College
Arthur Francis	North Central Michigan College
Robert Boldrey (Guest)	North Central Michigan College
Peter Rush	Northwestern Michigan College
Bill Stuart	Oakland Community College
Louis Reibling	Schoolcraft College
Fernon Feenstra (Guest)	Schoolcraft College
Norman Ashcraft	Southwestern Michigan College
Roger Bober	Wayne County Community College

Thomas Bernthal	Michigan Community College Association
George Ferns	Michigan State University
Bruce Blanding	Michigan Dept. of Education
Anne DeRose	" " "
James Folkening	" " "
Carol Wolenberg	" " "

Call to Order

The meeting was called to order at 9:10 a.m. by President Andrew Mazzara in the Allied Health Division Porta Building on the west campus of Henry Ford Community College. President Mazzara welcomed the members and guests present.

Approval of Minutes

The minutes of the May 28, 1981 meeting were reviewed. A motion was made, supported and carried, to accept the minutes as printed.

MODAC Minutes of August 19, 1981

Treasurer's Report

Norman Ashcraft distributed a copy of the Treasurer's Report as of August 6, 1981, showing a balance of $788.25

Membership Roster

Andrew Mazzara distributed the revised membership roster for 1981-82, as well as copies of the information network.

State Board of Nursing Rules

Robert Steeley gave an overview of the public hearing on the proposed new rules, which was held in December 1980 and April, 1981, commenting that (1) the Department deleted a great number of definitions because the required data is not pertinent to Board action (2) each program must provide an annual report indicating faculty, number of students and number of graduates (3) the Board of Nursing has no right to talk about types of staff; does not have the authority to specify the number of teachers - only what should be taught (4) the Department recommended deletion of the section that dealt with directors and faculty (there is a constitutional problem with one state agency mandating the procedures of another state agency) (5)section dealing with cooperating agencies (this provision is outside the scope of the authority of the Board (6) entire section providing for final procedure for program approval was deleted (7) entire section with regard to evaluation of programs by the Board was eliminated. Withdrawal of the approval section is unnecessary, and it is expensive to evaluate these programs periodically without any indication there is a problem.

On August 13, the Michigan Board of Nursing met to review the public hearings. The rules are being submitted to the Legislative Service Bureau, and they will be printed and sent to all on the mailing list. The entire process is scheduled to be completed by September 30. If, when the new rules come out, MODAC wants to comment on them, all comments should be forwarded to the Legislative Rules Committee.

Debbie DeKlein further commented on Mr. Steeley's report. She mentioned that (1) some parts of the rules will be processed very quickly, especially the licensing part. They have to be put through quickly, or beginning October 1, no nurses will be licensed (2) minimum number of clinical hours required for RNs is 800, and 650 for LPNs (3) there is a complete change in curriculum descriptions for both RNs and LPNs (4) there is an extensive section on warning, and under what conditions a program would be placed on warning.

If all changes go through the various channels, the new rules will be in effect as of October 1, 1981.

Professional Development Project

Mr. George Ferns, Michigan State University, distributed a brochure and training directory relative to the Vocational Education Personnel Development Project. One of the objectives of the project is to attempt to provide secondary, post-secondary and vocational instructors opportunities to keep current in their fields. This need can be met in two ways - one, a state-wide network of worshops and seminars, and, two, workshops on a local basis. A list of workshops and seminars available will be mailed this fall. For those interested, the State Board of Education will pick up the major portion of transportation costs, luncheon during the workshops, and conference fees. It was suggested that video cassettes be made available for those who are unable to attend such workshops. In addition, a pilot seminar for Voc-Ed Administrators and their PR person is planned for about the third week in September.

TRA Funding

Mr. Tom Bernthal, MCCA, presented an update on the state funding proposal. Colleges will be reimbursed $10.00 per credit hour for classes between April 1 and September 30, 1981. A form will be sent out to the colleges requesting the information for reimbursement sometime between October 1 and November 1. One million dollars has been allotted for this purpose, and comes from the Department of Social Services; not the Department of Education funds.

New officers for MCCA are: George Frye, President; Eugene Gillaspy, Vice President; Alfred Shankland, Treasurer; and Robert Cahow, Secretary.

President's Committee on Economic Development

Andrew Mazzara reported on the President's Committee on Economic Development. The purpose was to study various ways in which the community college could become an active partner in economic development. A special research group was created to survey the various community colleges to activate special programs to run in conjunction with business and industry. A report is being prepared for the president's review. A slide tape presentation is being developed by Macomb County Community College to share with interested persons what the community college can do with respect to special training programs for business and industry. It should be completed in about two weeks. Funding is through the Department of Education. The policy paper and the slides should be completed by October, and it is hoped they will be included in the Governor's State of the State address.

Impact Study; Special College Training Programs for Business and Industry

This report was postponed due to an injury sustained by Nancy Woods. It will be rescheduled for some future meeting.

MDE Economic Development Activity Update

A communication from MDE was distributed regarding approval of funding for 1980-81 economic development programs.

Anne DeRose from the Michigan Department of Education reported that the State Board of Education is conducting a study as to how educators can become involved at the local level, including not only community colleges, but also the area vocational centers and intermediate school districts. Two or three workshops will be conducted about the middle of October to inform educators on how to become involved at the local level in economic efforts. These workshops will be conducted by professional economic development business people. Volunteers are needed to review these work-shop programs.

For the first time, the state has allowed a project to be approved on a quick-turn around basis, so that money can be available within 30 days for approved projects. Nine hundred thousand dollars has been set aside for economic development next year. This fiscal year, due to expire September 30, the sum of $190,000 has been allocated. At this point, about $70,000 of this amount has been committed for projects that have been submitted by community colleges and area vocational centers.

Ann answered various questions regarding dollar limits established for grants (no upper limit, as yet), definition of economic and non-economic jobs, forms to be used in submitting requests for grants

Robert Steely introduced Loretta Church. They briefly discussed education in economic development and job training for economic development. Reference was also made to HR 4601, legislative action to draft policy for economic development. The American Vocational Association is meeting in Washington, hoping to get a job training section added to the Defense Production Act of 1950. The purpose of this would be to develop and carry out programs on a cooperative basis with industry to meet skilled worker shortages; as well as programs to teach workers new skills or upgrade existing skills. Training would be conducted both in community colleges and area vocational centers.

Mr. Folkening (MDE) said the opposition to HR 4601, is that it would authorize the Department of Labor as a unit to develop industrial job training program (quick-start), and it is felt it would be inappropriate to have a joint Commerce/Labor/Education council, instead of the Department of Education as the sole agency, since it would only complicate the control of the program.

AACJC Position Paper

James Folkening, Michigan Department of Education, distributed a position paper on the reauthorization of the Vocational Education Act. It was suggested a committee be formed to study the documents and issues, for presentation to the general MODAC membership at the October 7th meeting. Dr. Mazzara appointed Frank Marczak as chairperson, Ken Snow, and Bill O'Mahoney (volunteered by Bill Stuart) as a committee to review this document and any other documents presented by AVA, with a recommendation to the general membership at the MODAC meeting on October 7, 1981.

MODAC and MOEA

There was a brief discussion as to the relationship of MODAC and MOEA. Till Peters had served on the board of MOEA for two years and was member at large for two years. Wally Ollila is the representative at the present time. MOEA is made up of 90-95% secondary people, and MODAC is the lone post-secondary organization in MOEA. It was decided the nature of MODAC's affiliation with MOEA should be explored, as far as strengthening our position, and having a voice in their planning sessions. Dr. Mazzara appointed Art Francis as chairman of a committee to study these issues, and Mr. Francis will select one or two other persons to work with him. Report will be made to the general MODAC membership at the October 7th meeting.

Announcements

Word Processing workshop is scheduled for August 25th at Muskegon Community College. A full-time electronics instructor is needed at Jackson Community College, beginning September 8.

Adjournment

A motion was made, supported and carried to adjourn the meeting at 11:50 a.m.

October 7, 1981

Fred Whims, DMB, discussed the Community College Program Funding System and ACS system. He explained the goals and functions of the ACS and opened the meeting for questions:

Question:	Will the poor evaluation process continue?
Answer:	Yes, on an annual (on-going) basis using old persons on the team who have already been through the process and persons new to the process.
Question:	Will colleges need to tie ACS with accounting manual?
Answer:	Yes.
Question:	With nine cost categories, what portion will be instruction driven?
Answer:	60% - 65% instruction in community colleges, and 50% at state colleges.
Question:	Will an effort be made to standardize accounting?
Answer:	Colleges will be encouraged to share computer time with smaller colleges unable to equip for accounting systems.

December 10-11, 1981

Donald Olson expressed concern that the job market for automotive technicians no longer warrants the many automotive technology programs that exist among the colleges. Some discussion followed and there seemed to be general agreement that such situations -- not only in automotive technology but in other areas as well -- would take care of themselves as the colleges effect retrenchment in response in their financial difficulties.

March 11-12, 1982

<u>State-Wide Economic Development Status Study</u>:

1. Three Economic Development units conducted survey for Department of Education.

2. Educators need to be more aggressive in securing information.

3. Use of instructors who can relate to "business types."

4. Economic Developers not thinking of educators as being a viable source - not aware of what college educators can provide.
(see attached)

POSITION STATEMENT

OF THE

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

March 12, 1982

Whereas the membership of the Michigan Occupational Deans Administrative Council consists of the chief vocational-technical education administrators from Michigan's twenty-nine (29) public community colleges and

Whereas the State of Michigan is committed to its economic recovery and

Whereas the State of Michigan suffers the highest unemployment rate in the nation and

Whereas Postsecondary Vocational-Technical education is an effective means for assisting the unemployed in re-entering the workforce

Be it resolved that the Michigan Occupational Deans Administrative Council unanimously supports the following as essential to Michigan's economic recovery.

1. The federal government must pass a vocational education act supporting the economic recovery and growth of states, particularly Michigan, where the recession has had a debilitating effect.
2. The Act must be a strong commitment on the part of the federal government to assist states in establishing support services for postsecondary vocational-technical education programs.
3. The Act must include incentives for the states to develop training programs needed for re-industrialization, productivity improvements and national defense efforts.
4. The Act must provide funds for needed instructional facilities and modern equipment.
5. The Act must provide funds for individual state efforts, without inhibiting the states from establishing programs required for local training needs.
6. The Act must encourage greater cooperation between postsecondary vocational-technical education and state economic development efforts.
7. The Act must be a strong commitment to and provide for assisting individual states in updating vocational-technical personnel.

Be it further resolved that the Michigan Occupational Deans Administrative Council supports the economic development activities of the State of Michigan, and pledges its human resources to work actively with government agencies, business, labor and the Michigan Community College Association to promote this statewide effort.

COURSE TAXONOMY/ACTIVITIES CLASSIFICATION SYSTEM

1. (Jim Folkening) ACS report was completed in July of 1981. A revised ACS committee has been formed, consisting of three instructional representatives, one student personnel representative, and seven business officers from Michigan community colleges.

2. The purpose of the committee is to review data collection forms. State funding levels will be eliminated from April taxonomy printout. This change will reflect the new ACS code. Colleges will report on student headcount, number of sections/course, prisoner headcount/course. The proration of instructional costs across the institution is still a major topic of discussion.

3. MODAC members expressed concern about the intent of providing enrollment by sections. It was stated that sections combined into one class would not accurately display the combined effect if reported as individual sections. Other concerns about co-op and individual study were expressed. The true measure should be cost/credit hour or cost/contact hour. Jim Folkening indicated that cost/contact hour would be the new measure. William O'Mahoney raised a questions about fractional sections. William Monroe suggested that number of courses rather than number of sections be reported. President Mazzara directed Frank Marczak to pursue the issue with other representatives of the State-appointed ACS Committee.

MICHIGAN STATE PLAN

(J. Folkening) 1983/87 Annual and Long Range Comments at public hearing concerned:

1. Teacher education

2. Child care centers

3. Displaced homemaker centers

Support for PROE and MiSIS will be discontinued. Some support for MANAGER will be available, as well as some limited funds to maintain MCCOEES committee.

GOVERNOR'S STATE AID DEFERMENT PLAN

(J Folkening) A 25% cut in aid is a cut, not a transfer to the next year's budget. State will earnestly try to repay the amount in October, November, December, 1982.

PROGRAM REVISION PLANNING PROCESS

(J. Forrest)

1. Money will be available for program modification.

2. It will take place through the program planning process.

PROGRAM REVISION PLANNING PROCESS (continued)

3. HEGIS and OE codes are being eliminated; replaced by a CIP (Classification of Instructional Program) code. Information to be sent to colleges will demonstrate the crosswalk from OE to CIP.

4. Corrigian motioned, and Anderson seconded that: The Community College Services Unit of the Michigan Department of Education be commended for responding to the needs of the community colleges for assistance in modification of existing occupational programs. Motion approved.

5. William O'Mahoney spoke to the issue of new technologies and employment opportunities that are not currently known. He suggested a need to develop a process to recognize these "unknowns" and support colleges who are trying to prepare educated persons for jobs not currently in existence, but available in the future. A. Mazzara suggested that this issue be a topic for the next MODAC meeting.

EMERGING TECHNOLOGIES RESOURCES

(J. Forrest) HEMS unit is interested in funding one community college person to study a new technology, coordinate with other community colleges, and serve as a resource person to community colleges wishing to implement the identified program. This process was used during recent Nursing Program development, and worked very well per J. Folkening.

ANNOUNCEMENTS/NEW ISSUES

It was moved by O'Mahoney, seconded by Ashcraft, that the position paper "Vocational Education in Michigan - Synergism That Works!" be approved and forwarded to AACJC, legislators, state and national, and other persons interested in vocational education. The chair will send a statement to appropriate federal agencies, including AVA. Motion approved.

F. Marczak presented MODAC "White Paper" representing a position that a sub-committee of MODAC members suggested in December of 1980. The paper will be reviewed by members and discussed at the May 27/28 meeting in Traverse City.

F. Hiscock, A. Metz and W. Ollila discussed concerns about correspondence from the Michigan State Surplus Property Department regarding federal excess property and equipment. According to these deans, the State wants to charge colleges 10% of current market value of equipment purchased under a special federal program. Additionally, the State is seeking transportation charges to remove equipment for non-payment. A. Mazzara appointed these three persons to a committee to study the federal equipment issue. The committee will prepare a statement for President Mazzara's signature.

Carol Wolenberg thanked MODAC for support of guidance and counseling project. MODAC thanked Carol for being so pretty.

May 27-28, 1982

- Election: The slate of MODAC Officers for 1982-1983 are:

  PRESIDENT - Andy Mazzara
  VICE PRESIDENT - Till Peters
  SECRETARY - Pete Rush
  TREASURER - Norm Ashcraft
  MEMBERS AT LARGE - Marilyn Schlack, Robert Steely

- Frank Marczak was nominated to continue as an ex-officio member of the Board of Directors.

- <u>Michigan Interagency Delivery System</u>
  Vocational-Technical Education Related Services for Handicapped Students

  - Overview of Vocational Rehabilitation's role and responsibilities for service delivery at the local district office level.

  - Overview of Vocational-Technical Education's role and responsibilities for program and service delivery at the post-secondary institution.

  - Description of the Post-secondary Special Needs Program Service Delivery System.

February 9-10, 1984

<u>Consideration of House Bill 5200</u>:
Bob Breithaupt from Schoolcraft College was introduced; Bob gave a presentation and indicated some background with respect to the introduction of Bill 5200. This bill allows for a major revision of the regulations that affect the community colleges ability to secure a liquor license. Those programs teaching the handling of alcoholic beverages at a community colleges will be interested in the favorable consideration of this legislation. Bob also distributed Schoolcraft's policy and procedures relative to handling of alcoholic beverages at their institution. These policies and procedures are helpful to community colleges considering such activity.

April 12-13, 1984

Arne Anderson and Frank Marczak made presentation to two retiring MODAC members, Gene Dahlin from Gogebic Community College, and Charles Roche from C. S. Mott Community College. All the committee members wished them well.

June 7-8, 1984

- President's Report:
  Till reported the nursing rules revision is still on hold at the Attorney General's office. The issue of faculty qualifications is still a concern as well as the problem of the nursing rules dictating curriculum methods. Till further reported that the health plan for Michigan calls for a commission on nursing education. The commission is to do supply and demand studies, and recommend expansion/contraction of educational programs. Till further reported that districts are established within the health plan.

- Nominating Committee:
  The nominating committee, chaired by Frank Marczak, reported that the current president and secretary have been elected for two year terms. Both of these persons will continue for the 1984-85 year in their current position. The nominating committee nominated Lou Reibling for Vice President, and Norm Ashcraft for the position of Treasurer. Each will hold a two year term. Peg Less and Charlie Dee are recommended by the nominating committee to serve on the Executive Board as members at large. Motion was made by Gene Simms, seconded by Andy Mazzarra to accept the recommendations of the nominating committee, and to cast a unanimous ballot in favor of the candidates. The motion passed. Till reported that Lou Reibling, as the Vice President, will assume the responsibilities of liaison with MOEA, and that Bill O'Mahoney will continue to serve on the MOEA Legislative Committee.

August 9-10, 1984

Report by Scott Whitener, Ferris State College:
Scott introduced Dick Hawkins and Linda Peters. Dick reviewed the SOCAT, or Student Occupational Competency Achievement Test. There are two parts to the test; written and performance. The written is a general academic aptitude test to see where the students fall in a national comparison graph that is updated as each test is scored to the computer. This also applies to the performance section. All tests are sent to the National Center and machine scored. Each student receives a comprehensive printout. A certificate may be xeroxed on the reverse by the school and used by the student for placement. Some uses of the system are placement, curriculum, justification of equipment purchases, articulation and a teaching tool. The cost this year is $7.00, down from $10.00 previously.

October 4-5, 1984

State Plan for Vocational Education:
Bill O'Mahoney reported on the concerns discussed by the Legislative Committee relating to involvement with MOEA. While the Michigan Occupational Education Association is the statewide organization with which we are affiliated, their involvement very heavily in legislative activities on the State level places us in a precarious position with respect to MCCA. The Michigan Community College Association whose membership is comprised of trustees and presidents emphasis. Activities of MODAC in support of MOEA legislative priorities has caused serious concerns and brought considerable pressure on the officers of our organization. The MCCA was extremely concerned over our activities with the MOEA Legislative Committee last year, and considerable criticism was directed toward our organization, our president, and some members by members of MCCA. Bill O'Mahoney further explained that it appears to the nature of K-12 educational systems that they are involved in a multitude of organizations and activities supporting categorical funding. However, such activity at the community college level is not strongly supported. Subsequently, it was felt that the activities of our organization should be more appropriately directed in an area where there was less likelihood of conflict. The Legislative Committee recommends emphasis be place on activities at the federal level.

Because it was felt that MODAC could not be a full participant in the activities of MOEA, and because of the apparent emphasis of MOEA in State Legislative activities, and because of the dichotomy this creates for our organization, a motion was made by the Legislative Committee to disaffiliate MODAC from MOEA. After considerable discussion of the implications of the motion, and because it was felt appropriate to give MOEA adequate time to respond to our concerns, a motion was made by Frank Marczak, seconded by Charlie Roberts to table the motion for disaffiliation. The tabling motion passed with only one dissenting vote.

February 7-8, 1985

Advanced Manufacturing Project-Industrial Technology Institute:
Dr. James Jacobs and Dr. Louis Tarnatzky explained the highlights of the project. They are looking at what the community colleges are doing with training and retraining as a result of the introduction of advanced manufacturing technologies such as CAD/CAM, robotics and material handling. They would like assistance in identifying firms that are having problems, possible use of community college students for surveys, and MODAC members to serve on an advisory board. Dr. Jacobs will be calling MODAC deans personally for their assistance. When appropriate, they will attend another MODAC meeting to share the results of the project.

April 11-12, 1985

Ron Root discussed the math/science legislation which is the Education for Economic Security Act. This Federal legislation requires the development of a state plan and calls for the inservice of teachers in math and science, as well as computers. The State Of Michigan will have $3.5 million available, and a formula sends $2.5 million of that to local educational agencies for inservice. The inservice priority is for math and science in the 6th, 7th, and 8th grades where the teachers who are teaching these subjects are teaching outside of their major. Eight hundred thousand dollars will be set aside for higher education to conduct workshops on a competitive bid basis for these teachers. This money may be regionalized in the state.

August 8-9, 1985

Telecommunications Project:
Dick Saunders gave an update on ETOM, Educational Teleconsortium of Michigan. A proposal was submitted to MCCA outlining a plan to do a feasibility study for a possible network of cable and microwave, interinstitution, and the formation of consortia to develop telecourses meaningful to Michigan's needs, both professional development and economic development. Basically, ETOM needs approximately one-quarter million dollars, two years, and the right kind of people behind the effort. Senator Sederberg took the proposal to the Senate and succeeded in getting a line item appropriation of $262,000 which in turn was vetoed by the Governor. Efforts will continue.

October 3-4, 1985

Criteria and Excellence in the Applied Science Degree:
Number of credits required in General Education: 25% - General Education, 25-50% - Related Studies. Robert Olson, Lansing Community College, stated concerns on the lack of support on percentage of "related classes" by a number of industries. There is a request for more contact hours; but there doesn't seem to be any concern for the number of credit hours.

QUESTIONS/COMMENTS:

- All curricula are based the same. You need competencies first, then you'll be able to work back through a curriculum.

- A number of students in community colleges do not apply for a degree even though they are eligible. A look should be taken at yourself and at what you're offering.

- If the Liberal Arts and Vocational Education faculty would take a look at themselves, they could turn out the largest debate ever.

- A number of degree programs were geared toward the power-holding committee. Students at Oakland were required to take writing, government, and a social science course (one from each of the group requirements) to de-politicalize the programs.

- The more selective and academic we become, the more we will force students to go into General Education.

- The certificate or associate degree graduate should be able to read, write, and compute at the level necessary for their chosen profession.

- What have these students done for twelve years? These general, basic skills have been available for twelve years.

- Textbooks for occupational students (drafting, engineering, etc.) are written at a 12th grade level.

- Prerequisite courses (basic skills) are not being dealt with; they are determining what entry skills and exit skills are required.

- Seldom does a job listing require an associate degree. We must sell industry on the need for an Associate in Applied Science. We will have a problem getting students to complete an Associate Degree.

- If you subscribe to the report, we may have to change some entry-level requirements. We're preparing people to work in the 20th and 21st century. They need a strong base on which to build for additional training as equipment techniques change.

- Students are not completing Associate in Applied Science programs, they are obtaining the skills needed and leaving. There may be a problem in the counseling they are given.

- In the past ten years at Lake Michigan College, we have gone from 70-75 percent full-time to 70-75 percent part-time for students over the age of thirty. It was also found that students who opt to attend part-time lack skills to compete in a class with the full-time student who has taken the general education classes.

- Businesses do not contact colleges to find out if students have a degree, they assume that since they attended LMC they have a degree.

- You need to get support from the academic faculty. We need to deal with the whole person and help them become exposed to a broad range of activities, plus have a base for the 21st century.

- Liberal Arts people will need to change their methods of teaching to make subjects more appealing. Vocational Education courses are not required by Liberal Arts programs.

- Views have been stated, but it appears that we will not come to any consensus. If we feel so strongly about this subject, we should form a committee to further examine this issue.

Through a smorgasbord approach (including government, economics, psychology, etc.) we can create an interest in the Vocational Education student.

It might be valuable to have a survey of the one to five year ex-student. We could ask them to list the 5-10 more or least valuable course from a sampling of the colleges represented here. The first or second years can list technical courses (because this is how they obtained the job), but the fourth and fifth years may list general education courses because of promotions received.

November 7, 1985

Discussed:

a) Progress of Bay College's 1+1 program.
b) Student financial concerns - in county-out of county tuition rates, etc.
c) Potential for state financial aid.
d) Oakland Schoolcraft 1+1 - advantages for each college with a system in which a student can take courses at both institutions to complete a particular program.

December 5-6, 1985

- <u>State-Wide Program Recommendations</u>:
  Discussion occurred regarding deciphering which programs are of value to post-secondary facilities and community colleges and which should be recommended to cut. T. Peters said SACVE should be urged to evaluate the programs to determine this. It was determined that the Michigan Vocational Education Resource Center is of little value and of questionable value to the community colleges. President O'Mahoney moved to approve the decisions made during the discussion. W. Ollila moved to table the motion until a better judgement of programs are made. All were in favor and the motion carried.

It was recommended that the State Department consider consolidation of student organizations as a cost-saving measure. T. Peters moved to approve the consolidation and D. Leader seconded. The motion was tabled.

- Ferris State Vocational Teachers Scholarship Program:

Linda Peters of Ferris State College began by thanking everyone for their participation in the Scholarship Program. She said that 24 of 29 have been used. Scholarships will be for summer only and will include tuition and housing. There will be one, five-week session; two, five-week sessions, or one, eight-week session.

Recipients of the scholarship must be an occupational faculty member and do not necessarily have to be selected from the technology division. They must possess a B.A. degree, and 3.0 GPA in the last 2 years of college, have an occupational specialty, and have gone full or part-time.

She indicated that the same faculty member that has received the scholarship before from each college may be selected again. The deadline date is March 15, 1986.

- Associate Degree Nursing Programs:

J. Berends, Director of Nursing-GRJC, spoke to the group about nursing programs in community colleges. She talked about the ANA's threat to take away RN licensure and make BSN and entry-level requirement into professional nursing. In other words, in order for a regular nurse to obtain licensure, they must possess a BSN degree. ANA made a movement that the ADN will function as a practical nurse.

The Main-Midwestern Alliance in Nursing Organization is proposing the BSN will be equal to a professional nurse and ADN will be technical. She said that ADN and BSN Diploma all take the same exam and that it's been noted that ADN's score higher on the exam. J. Berends requested assistance from MODAC. A handout was distributed.

- Statewide Student Competency Testing:

Terry Luxford, West Shore Community College, spoke to the group about resistance cited at a recent meeting. It was said during discussion regarding the meeting that just because you attend the meeting does not indicate your acceptance of what takes place, rather that you just wish to keep informed.

February 2-3, 1987

- **MDE**:
  B. Rude and L. Jackson met with JTPA to discuss JTPA products. JTPA is looking for immediate job placement. The JTPA coordinating council and SACVE will get a draft of the plan on February 28, 1987. MODAC members were notified that written comments need to be in to the Michigan Department of Education no later than February 20, 1987. The JTPA council will have ten days to respond.

- **Consumers Power Technical Training**:
  G. Lester of Consumers Power gave a presentation on training programs offered by Consumers Power. Their attempt was to provide training in those areas where skills were lacking in CP.

- **MJOB Training**:
  Diane Rappaport from the Governor's officer of job training reported on the MJOB Training Program. The Michigan Business & Industrial Training Program encourages firms to come to Michigan and expand. MJOB upgrade funds are still available but are dwindling fast. Funds are available on a first-come, first-serve basis, and training must be tied to new technology.

  During the next three to five years, the emphasis will be on improving human resources. Community colleges should get more involved in upgrade programs.

April 2-3, 1987

- **Adult Education Grants**:
  In the last month or so there have been awards of adult education grants by the Michigan Department of Education. B. Pangman stated that one of the major concerns is that lately everybody is able to be in the ballgame, yet there are a lot of people who are not being served. A meeting was held last summer where discussion was held concerning adult education - how is it to be addressed more effectively. As a result, the adult education award is one of the things that was produced. Currently there are ten areas in Michigan which have been involved and are right now in the process of addressing a variety of issues on the adult education issue. Some of the requirements for the award are that it must be tied to existing delivery, it must be planned and coordinated by agencies that are cooperative, and funds should be approved by program activity. One of the major things is to make sure funds don't become just a "drop in the bucket".

- **CP Skills Training**:
  W. Ollila stated that the overall message from Consumers Power is that they are looking for some type of collaboration with Community Colleges. There are two components--management training and skills training. Consumers is facing a large problem in dealing with training in management areas. They are looking at trying to increase management knowledge within their ranks by coming up with an associate degree in management and credit which would be transferrable to the community colleges. D. Berry stated that if we accept CP training for credit it needs to be something we accept as a group so those credits can be transferred wherever they go. Another problem is that what CP is offering, we may also be offering.

- **Department of Education Update**:
  VTES -B, Weisgerber indicated that the Big Three want to have our agencies participate in the Automobile Technician Training Certification Program (NATEF). They are talking about limiting their contributions of materials and also limiting their dealers to hiring no one if they are not certified. VTES is making a strong statement of support for this certification.

June 4-5, 1987

- **Nominating Committee**:
  There were four vacancies: President, Secretary, and 2 Members at Large. Nominations were made from the floor for:

  PRESIDENT - Louis Reibling
  SECRETARY - Jesse Fox
  MEMBERS AT LARGE - Wallace Ollila, Till Peters

- Consumers Power Company, represented by Ms. Joe Wilcox, discussed their needs for cooperative training efforts between community colleges and Consumers Power.

August 6-7, 1987

- Appoint Charlie Dee as Chairman of "Trends" Conference in 1988.

- Appointed this year's legislative committee: Mazzara, O'Mahoney, Davis, Ollila, Marczak

- **AD-HOC Reports**:
  Terry Luxford was absent, so Fox reported that first year is ending with 16 CEPD's using system. Approximately 30,000 student answer sheets were processed, representing about 700 different tests; four-five day turn-around

time. Most significant finding so far: more advisory committee involvement is needed in selecting test and test-list items; teacher in-service training may correct the problem.

- TDS:
  Don Olsen gave a summary report, saying that he will be stepping down as training coordinator of TDS. In 18 months, TDS has served 161 firms, devoting 15-16 weeks (130 hrs.) to each, and providing a 100 page report for each. Has had several references from community colleges. Over 4,000 people trained as a result -many at C.C.'s. Budget = 1.7 million over this same 18 months. Michigan Modernization Service (MMS), as well as several other service groups. His experience shows that training in good management practices may be more important than technical training.

October 8, 1987

- Reported that Susan Cameron has been named Schoolcraft's Coordinator of Tech Prep Research Project.

- Nursing Committee:
  CTS now has ADN Group to examine Degree after HB 4911 dies. Many needed specialties not now converted to ADN programs. However, this is not a "curriculum development committee".

- CTS Subscribers:
  22 of 29 Community College Deans now on system and 5 of 5 Associate Members. Offered to demonstrate system in his room to nonbelievers. $14,000 budgeted by MDE for "800" line rental will probably be continued because MDE is using system for ACS information also.

October 11, 1989

President Berry reported Doris Witherspoon was appointed as acting Vice President of MODAC - Major responsibility of the V.P. will be to report back to membership on status of identified goals for 1989-1990.

December 7-8, 1989

Motion: The **Joint Position Statement** concerning congressional reauthorization of the Carl D. Perkins Vocational Education Act be presented to membership of MODAC on December 7, 1989, and if ratified, presented to MCCA as MODAC's recommendation for their consideration. Moved by C. Dee and supported by D. Witherspoon.

February 8-9, 1990

EVALUATING OCCUPATIONAL EDUCATION PROGRAMS:
(see attachment)

Topics:
Introduction
Faculty, Administration and Support Staff Analysis Student Analysis
Advisory Committee Analysis
Instructional Analysis
Facility and Equipment Analysis
Cost and Revenue Analysis
Career Guidance and Employment Analysis
Program Follow-up Studies, Planning and Evaluation
Methodology
Program Revenue
Program Cost
Analysis
Instrumentation
Advisory Committee Questionnaires (in addition to PROE)
Student Questionnaire
Reporting
Follow-up

EVALUATING OCCUPATIONAL EDUCATION PROGRAMS*

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Director of Institutional Research
Tri-County Technical College
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ABSTRACT

We present a uniquely thorough approach to evaluating occupational programs, expanding on Michigan's Program Review in Occupational Education (PROE). It examines for each program: staff, students, advisory committee, instruction, facilities, equipment, cost & revenue, career guidance & employment, follow-up & planning. It reports strengths and weaknesses and makes recommendations.

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* This paper has been published as, "Evaluating Occupational Education Programs," in Proceedings of the Sixth Annual Conference Academic Chairpersons: Evaluating Faculty, Students, and Programs, February 15-17, 1989, Orlando, Florida; Vol. 31, Center for Faculty Evaluation and Development, Kansas State University, Manhattan, Kansas 66506, pp. 565-575.

Introduction

The evaluation design used to evaluate occupational education programs at Grand Rapids Junior College has been developed cooperatively by the Dean of Occupational Education, the Educational Research and Development Center of Grand Rapids Public Schools and the Occupational Education faculty of the College.

Although the evaluation stems from a mandate by the Michigan Department of Education that all community college occupational education programs be evaluated once every five years, the evaluation design actually goes far beyond that of the state-provided Program Review in Occupational Education (PROE) survey instruments. The overriding emphasis of these studies is to provide an evaluation report that will point the way for the improvement of the occupational education programs at Grand Rapids Junior College.

Therefore, this process follows a design consisting of 1) the questions to be addressed--the "what," 2) the methodology to be used in finding answers to the questions--the "how," 3) the preparation and submission of written evaluation reports, and 4) a program-level follow-up process.

Questions to be Addressed

The following questions form the basis for the evaluation. They are meant to provide a comprehensive view of each program.

<u>Faculty, Administration and Support Staff Analysis.</u>

How many faculty members are there in the program during the current academic year?

How many are full-time and how many are part-time?

What is the make-up of the faculty as to sex and predominant ethnic background (PEB)?

What are the educational and professional backgrounds of the faculty members teaching in the program?

To what extent do the professional backgrounds of faculty members meet the minimum requirements established for federally reimbursed occupational education programs?

What are the perceptions of the present faculty, students and advisory committee members of the quality of the faculty, administrators and support staff in the program?

How do present data on program personnel compare to information gathered in previous evaluation studies of this program?

Student Analysis.

What are the educational objectives of the current program majors?

What are the age, PEB and sex of students enrolled in the program during the preceding three years?

How does the racial composition of the current group of program majors compare with that of groups studied in earlier evaluations, and with that of the Grand Rapids standard metropolitan statistical area (SMSA)?

How does the sex distribution of program majors compare with that of similar postsecondary occupational education programs in Michigan?

What is the academic performance of students in the program, grouped by PEB and sex, over the last three years as measured by grade point averages (GPA's) and number of credits successfully completed?

How do student characteristics compare between this and earlier program evaluations?

What are the mean number of registered credits and earned credits per semester for students in the program over the last three years?

How frequently are alternative credits or courses (i.e., independent study, credit by examination, transfer credits from another college, articulated credits, and waived courses) used by students in the program during the last three years?

What are the number of graduates per year and the graduation rates from the program for the last three years?

What is the faculty's perception of the degree to which support services are provided for handicapped

and disadvantaged students, and the degree to which the program is accessible to all classes of students?

Advisory Committee Analysis.

How do the program advisory committee members perceive the quality and representation within the advisory committee?

How do the program advisory committee members perceive their role, responsibilities and effectiveness?

Does the advisory committee have stated goals?

Has the advisory committee adopted formal by-laws by means of which their operation is conducted?

Has the present advisory committee chosen leadership from outside the College staff?

What do the present program advisory committee members see as the strengths, areas of concern and recommendations for improving the functioning of the committee?

Instructional Analysis.

How do the program faculty and advisory committee members rate the published program goals in terms of their relevancy to present occupational needs?

To what extent do the program goals meet the minimum job skills and knowledge required for successful initial employment in the field?

How effective are the educational objectives used in the program's courses?

How do the faculty, students and advisory committee members rate the appropriateness, usefulness and quality of the course content and instructional methods used in the program?

How do the students perceive the value and quality of the program's field-based learning experiences, such as cooperative education, clinical field experience, field practicum , internships, and the like?

How do the students and faculty members perceive the adequacy, availability, currency and lack of bias of instructional materials and learning resources?

Facility and Equipment Analysis.

How adequate are the program facilities for accomplishing the program goals?

What is the condition of the laboratory tools and equipment used in the program?

Do the faculty members and advisory committee members feel that the tools and equipment used in the program are representative of those used in the occupation?

How do students in the program rate its physical, academic and financial accessibility?

Cost and Revenue Analysis.

What were the total cost and total revenue for the program during the last complete fiscal year?

What was the ratio of program revenue to program cost for the last complete fiscal year?

What was the ratio of program cost per (student) credit compared with the cost per (student) credit of total Grand Rapids Junior College instruction?

What were the program cost and revenue per enrolled student, per full-time equivalent (FTE) student and per fiscal year equated student (FYES) for the last complete fiscal year?

How do the program faculty perceive the budget allocated to the program?

Career Guidance and Employment Analysis.

What is the quality of information about employment in their field that is available to students?

How effective are faculty members and support personnel in providing placement services to the students in the program?

What are the perceptions of the faculty, students and advisory committee members about the effectiveness of College placement services?

What are the national, state and local employment trends in the field?

What are salary ranges for positions in the field?

Program Follow-up Studies, Planning and Evaluation.

What information has been obtained from program graduates about the program?

How do graduates of the program feel about the quality of the instruction and services they received at Grand Rapids Junior College?

What information has been obtained from program "leavers" (i.e., non-completers) that might help in retaining students in the program?

How effectively has the program used follow-up information in planning and evaluation of the program?

Methodology

Several sources are used to address the questions posed in the study. Faculty members provide information which summarizes their professional credentials. They also evaluate various aspects of the program including the program goals and objectives, equipment, facilities and many aspects of the instructional program.

Advisory committee members evaluate the same areas as the faculty, as well as the role and functioning of the advisory committee itself. They also provide local labor-market information.

Student record information is used to form a demographic and academic profile of the students in the program. Students currently enrolled in the program are surveyed to gather their perceptions about the quality of the courses and objectives, teaching methods, equipment, materials and, when applicable, their cooperative education, clinical, or other off-campus learning experiences.

Information for the cost and revenue analysis is obtained from records maintained by the Business Office, the Registrar's Office, the Office of the Dean of Occupational Education and the Division Chair or Program Chair.

Estimating Cost and Revenue of Occupational Programs

Program Revenue.

Revenue, that is income, may be generated directly by a program (e.g., tuition paid by students enrolled in the program), or it may be generated indirectly by the program by virtue of its role as one of many activities in the college. A pro-rated share of state aid funds coming to the college as a lump sum might be an example of the latter.

At Grand Rapids Junior College, program revenue is viewed as the sum of the following:

Tuition Revenue: Total student credit hours generated by all students in the program times tuition rate (in dollars per credit), calculated separately for resident, non-resident and foreign students (each of whom pay different tuition rates).

Fees: Application Fee, General Services Fee, Laboratory Fees, and the like are calculated separately, based on enrollment.

State Aid: The total state aid (in dollars) received by the college is multiplied by the ratio of program student credit hours to total college student credit hours.

Local Tax Support (Millage): The total millage (in dollars) allocated to the college is multiplied by the same ratio of student credit hours as in "State Aid," above.

Federal Vocational Education Support (Perkins Act): This is determined separately for each Occupational Education program and is obtained from records in the Dean's office. Local funds used to provide the required local match for Perkins Act funds are not included.

Miscellaneous Income: This category includes income from grants (other than Vocational Education), direct sales of goods and services, donations, and the like.

Program Costs.

Some program costs, such as the cost of new equipment, are obvious and directly available in college records. Others, however, such as the total cost of instructional salaries, can only be estimated. Such estimates often involve several assumptions that are known not to be entirely true, thus introducing a certain amount of error into the final result.

The difficulty in arriving at instructional salaries attributable to the program is due to the fact that students in the program are required to take courses other than specialty courses. Therefore, the cost of salaries attributable to occupational education programs, of teachers of English, physical education, social sciences, mathematics, and other non-specialty courses has to be estimated by assuming a certain number of program students taking those courses (in a given period), and apportioning the total salaries paid to teachers of those courses to the program on the basis of numbers of students (the ratio of

program majors to the total number of students taught by those teachers).

Similar pro-rata calculations must be made to account for the program's share of college-wide services (e.g., counseling, library, job placement, media services, etc.). And, unless each program is a defined cost center in the college's budgeting and accounting system, some costs, like instructional supplies, program administration, staff travel, and the like, may have to be pro-rated within the cost center. (At Grand Rapids Junior College, each division is a cost center. Each division may contain several occupational education programs.)

Program costs at Grand Rapids Junior College are viewed as the sum of the following:

Direct Costs: These are any costs that can be easily and directly associated with the specific program in question. Examples of these include equipment purchase, rentals of equipment or facilities, renovation, program-specific staff travel and staff development, special materials such as videotapes, slide sets, etc. and similar costs.

Instructional Salaries: These are estimated as described above, by accounting for all sections required to accommodate the FTE student load for the program in a given period.

College-wide Services Cost: These are estimated by pro-rating the college's expenditures on counseling, administration, library services, media services, and similar activities on a credit-hour basis as described in Section 1 under "State Aid."

Divisional Services Cost: These are estimated by pro-rating the cost of divisional administration, materials, travel, and the like by using the ratio of unduplicated program headcount to the unduplicated divisional headcount as the pro-rata factor.

Miscellaneous Costs: These include any expenditures incurred by the program not accounted for in any other cost categories. If the income from student-operated services such as a dental clinic, auto repair shop or restaurant is included on the revenue side of the analysis, then one must be careful to account here for the costs of those operations, above and beyond what may already have been accounted for in the other cost categories.

Analysis.

Once the total revenue and cost have been calculated, several ratios are struck for analysis:

a. We look at the ratio of revenue to cost for the program simply by dividing the total program revenue by the total program cost. If this figure is greater than one, the program is clearly paying its own way; if it is less than one, other revenue sources within the college must be making up the "loss," if the college as a whole is operating with a balanced budget.

Quantitatively, the revenue/cost ratio, of course, also provides an estimate of the extent to which a program is a "money maker" or a "money loser." For instance, in the case of a program with total revenue of $200,000 and a total cost of $160,000, the revenue/cost ratio is 1.25 and we can at once see that the program brings in 25 per cent more than it costs.

b. Another figure of interest is the ratio of program cost per unit to the overall college cost per unit. This is calculated by dividing the program cost by total student credits generated by the program, and then dividing that figure by the quotient of total college expenditures and total college-generated student credits. For example, if the program cost $160,000 and generated 711 credits, and the college operated on $30,000,000 and generated 200,000 credits, then the program was half again as expensive, per credit generated, as the college as a whole.

c. Finally, we also examine the revenue and cost per enrolled student, the cost per FTE student (1 FTE = 1 student taking as many credits as required by the program in a year), and the cost per FYES (fiscal year equated student. One FYES = 1 student taking 31 credits per year). These ratios then can be the basis for comparisons among programs, the program with the college, or similar programs in different colleges.

Instrumentation

Faculty, students and advisory committee members are surveyed during the academic year. Perceptions are gathered using the Program Review in Occupational Education (PROE) instruments for all three constituencies. Other instruments used in the evaluation have been developed by the staff of the Educational Research and Development Center of Grand Rapids Public Schools. These include: Faculty questionnaires (in addition to PROE).

Rating of Program Goals
Review of Laboratory Facilities, Tools and Equipment
Review of Classroom Facilities
Professional Development
Strengths and Weaknesses of the Program
Confirmation of Faculty Qualifications

Advisory committee questionnaires (in addition to PROE).

Rating of Program Goals
Review of Laboratory Facilities, Tools and Equipment
Review of Classroom Facilities
Professional Development
Strengths and Weaknesses of the Program
Employment Outlook Information
Evaluation of the Advisory Committee

Student questionnaire.

Revised PROE to include:
Specialty courses completed by program majors
Educational and work background
Educational and occupational goals
Cooperative Education (or Practicum) Evaluation
Strengths and Weaknesses of the Program
Background Information

Reporting

A comprehensive evaluation report is prepared for each program evaluated. The report includes detailed descriptions of the evaluation findings, summaries of program strengths and areas of concern, and recommendations for action. Information is abstracted from these reports for required reports to the Michigan Department of Education.

In addition, a single, comprehensive summary report is issued, summarizing the results of the evaluation process over all of the programs studied in the current year. This summary report consists mainly of tables that recapitulate the significant data for each evaluated program.

Follow-up

During the school year following that during which the evaluation was conducted, and after people have had a chance to study the reports, each affected Division Chair forms a small review committee for each evaluated program in his/her division. The review committee consists of at

least the Division Chair, a faculty member who teaches specialty courses in the program, and an advisory committee member. The involvement of students and graduates is encouraged.

The committee thoroughly studies its evaluation report, paying particular attention to the "Areas of Strength and Concerns" and "Recommendations" sections. The group is encouraged to single out any concerns it may have that are not reflected in these two sections, however, and include them and remediating recommendations in their report, too. It then prepares, and submits to the Dean of Occupational Education, a reaction report, outlining the actions that need to be taken to correct deficiencies and otherwise improve the program.

Those recommendations that can be implemented at the level of the Division or program are implemented as soon as possible. Those that require the assistance of the Dean or higher authority are then pursued by the Dean of Occupational Education through the College's normal channels.

February, 1989

April 19-20, 1990

- Committee Reports:

  LDP
  Dr. Terry Luxford's report received. Suggestions from group for reasons more community college people don't participate. Balance needed between community college and secondary activities for interns; many community college faculty not interested in upward mobility; when University of Michigan and Michigan State University credits were applicable to doctorate more were interested; Ferris State University location not attractive to people from Southeast Michigan; MODACers might consider mentoring secondary people who are interested in moving into community college administration; concern about liability involved when two institutions are utilized.

- Nominating Committee
  W. Ollila will chair committee, which includes N. Ashcraft and W. Darr. Offices to be elected are Vice-President, Treasurer, and two members-at-large.

June 12-13, 1990

Michigan Department of Education Report/Discussion:
Bruce Grow reported that the MCCDEC (formerly MCCOEES) committee had recently met and the main topic discussed was the recent telephone survey that had been completed which was an assessment of the PROE (Program Review in Occupational Education) evaluation process and instruments.

Twenty-six community colleges use the PROE system while three colleges use an alternative program assessment system that meets the Community College Services Unit (CCSU) guidelines. Grow reported that the 23 users were satisfied with PROE and satisfaction ran high among faculty as well. He expressed possible concern that there were few complaints or suggested improvements of the system. He also indicated that PACT (for apprenticeship evaluation) and PREP (for non-vocational programs) were seldom used but that PREP will probably become more useful in the future.

Bruce indicated there was a plan to do a Phase II survey to determine the types of items that community colleges add to the PROE instruments.

Considerable discussion ensued - comments included: plan to use PROE for 1990-91 evaluations; use of MCCDEC for the research arm of community college system; need for more than just "perceptual" data about our programs, students and institutions;

adding of components to PROE is ok, but don't make any great changes since it appears to be serving its purpose. Executive Committee would develop topic recommendations at our next meeting.

October 4-5, 1990

- **Honorary Membership**:
  Discussion was held regarding MODAC memberships. MODAC may invite four-year institutions to be guests at MODAC. Need to get more people (MODAC) involved in state projects.

  Till Peters introduced his guests, Mark Champion, Grand Rapids Junior College and current Leadership Development Project (L.D.P.) participant. Terry Luxford introduced Pat Collins as his guest from West Shore Community College. Roberta Teahen introduced Dianne Whalen as her guest from Northwestern Michigan College.

- Discussion led to the concern of some that MODAC should consider a group effort in attempting to get Tech Prep grants if the Federal Government controls the funding. Concern was expressed over duplication of effort and waste unless we do things jointly.

- **Professional Development--Tech Prep**:
  Dr. Luxford and his associate from West Shore Community College provided an overview of the Tech Prep program operating at WSCC in conjunction with Mason-Lake ISD. Following, Dr. Davis from Alpena Community College provided information and promotional video tape regarding the Allied Health Tech Prep program offered at ACC.

  Questions and answers followed both presentations and discussion moved to the possible development of promotional materials and costs of such items.

December 6-7, 1990

- Faculty Awards were discussed and several proposed changes will be acted on by Gliniecki.

  - Review of point criteria (allocation) with additional emphasis in teaching.

- Nomination forms to institutions in spring 1991, returned and read by readers during summer and to Faculty Awards Committee by Fall 1991.

- Reibling indicated those responsible for submitting institutional nominations pay attention to the criteria and attempt to provide concise and professionally written information as requested.

- Luxford will make presentation to executive committee regarding "auction funds" and how they will be invested (separate account) for future funding of faculty awards. This year the MODAC treasury will receive $500.00 back from the auction receipts.

- **M.C.O.V.E.**:
  Berry indicated a replacement is needed for Peters whose term expires on M.C.O.V.E. Peters explained the duties, responsibilities and time commitments for an individual willing to assume the task.

  Bertoia nominated Berry, second by Peters, approved by the committee. Name will be submitted to M.C.C.A. for representation on M.C.O.V.E.

- Dr. Jacobs identified the implications for MODAC (Development of one system - how does post-secondary and secondary fit). Regionalization planning still viable. How do standards differ between secondary and post-secondary? Root clarified both the Status Study and the Strategic Vision as perceived by M.D.E. Also, a brief history of how both developed. Discussion followed.

February 6-7, 1991

- President Berry appointed three members to the Nominating Committee: Paul Durbin, Chair; Dave Smith and Alice Marie Mumaw. Responsibilities are to include identification of candidates for President, Secretary and two Members at Large.

- Katherine Grosser summarized the November, 1990, Trends Conference and updated the Executive Committee on 1991 Trends.

  - There will be a two-year rotation between Grand Rapids and Traverse City (Grand Rapids, 1991 - Traverse City, 1992-1993)

  - One person for each community college will be identified as the "auction" person and the committee is requesting each school donate three "nice" items.

- Trends Conference dates will be identified and established up to year 2000.

- Art Francis suggested additional research is needed to determine "what is happening" with work related training activities and who has the responsibility at the 29 colleges? Where does the training belong? How can occupational deans work with other training units and integrate the training activities within the occupational/technical areas? Action was as follows:

  Art Francis and Roger Bertoia made the following motion which was approved by the membership:

  A committee will be appointed by the President of MODAC to study the issues of instructional delivery systems as appropriate to job related training and how the activities can be integrated into the "traditional" delivery systems. Berry appointed Roberta Teahen as the committee chair and she will select her committee. Membership will be contacted by C.T.S. and mail for input.

June 6-7, 1991

- <u>H.B.V. Vaccination - Anita Gliniecki</u>:
  Rules and regulations were forwarded to the membership by the MODAC secretary. Anita briefly reviewed the rules and regulations. She requested a "straw vote" of who (colleges) were requiring vaccination of students prior to entering their nursing (allied health) programs. Most colleges are, but several are basing their recommendation on the amount of "contact" with patients, etc.

- Durbin presented the slate of officers recommended by the nomination committee and requested nominations from the floor. No nominations were made. A motion was made with support to accept the officers as present by the committee. Unanimous approval by the membership.

  PRESIDENT - Pat Hall
  SECRETARY - Anita Gliniecki
  MEMBER AT LARGE - Frank Marczak, Roberta Teahen

February 6-7, 1992

- <u>Dual Enrollment</u>
  Governor Engler proposed having secondary schools pay community colleges for high school students to take college courses. Past language was that when

secondary students used a college course to meet high school completion, then the secondary school must pay the college tuition. New language on dual enrollment reviewed, (part of MI Dept. of Education - MODAC Report), extensive discussion ensued.

- **MCVA/MODAC Joint Issues**
  It was recommended to modify the mission/goal statement to: Given that we (MODAC/MCVA) have a common philosophical vision to prepare person for today's and future technical careers, we believe our organizations should:

  A. Establish and maintain an effective inter-collaborative communication system including developing a publication.

  1, 2, 3 of section part B were endorsed for priority joint action or MODAC & MCVA.

- **Professional Development Committee**
  With the retirement of Wally Ollila, Dave Smith has accepted being Chair and Roger Bertoia will be added to this committee.

- **GED Completion**
  Each year 21,000 in MI take GED tests, 9,000 pass. Of those who pass, some continue on to higher education. In MI Constitution, regardless of age, persons have right to attain high school diploma. He identified need to develop a plan with input from community college and adult education people.

- **JTPA Funds**
  Last year 8% of total JTPA for education coordination was 8 million. This money is divided among local PICs. Still too many students are placed in low paying, low benefit jobs post training. He believes we need to refocus from these placements to placement in 2 and 4 year education programs.

June 4, 1992

Career & Technical Education:
Bill Weisgerber reported on mission, goals, and objectives of the Department. The focus of the department has been discussed with Superintendent of Education Schiller. MOIS subscription fee structure has had some negative response. There should be enough subscribers to support the system, however, the department believes that approval to collect fees will not be forthcoming. Therefore, it is almost certain that the MOIS system will be dismantled.

August 5, 1992

Orientation Program for Standards and Measures - Bruce Grow
Standards and Measures to start in September. The media presentation is 50% done and will be sent to all Occupation Deans by August 27, 1992. With receipt of video each college is asked to convene a team to determine methodology and process to implement collection and reporting of Standards and Measures. MCCDEC has begun reviewing how to utilize the data collected via Standards and Measures to complete the annual evaluation as required by Federal standards.

August 7, 1992

Pat Hall commented on the concern about the high number of credit hours (90+) in Nursing programs expressed by the Michigan Board of Nursing. There is very little use of CTS. The new number is: 616-771-3750. Joanne Terry noted that fax information can be sent directly by computer. CTS is still used for data uploading for ACS, etc. Decided to retain CTS for the present.

October 1, 1992

MCCDEC - Curt Davis
Film on Standards & Measures was completed and dispensed to all community colleges. Focus now will be to determine if data needed for Right to Know, North Central Accreditation and Perkins Standards and Measures can be overlapped.

October 2, 1992

Adult Education Alternative Training, Section 107a - Dan Austin
Policy thrust is to address need to fund college for job training through the School Aid Act.

Concern was presented on Slot Funded Programs. An FTE over the year could be divided by several people as one slot-purpose to replace slot funding and allow community college to directly access student aid dollars. However, Department of Labor's perspective is that training only occurs with job placement.

As of today:

Community College can apply for competitive grant. October 15 deadline is not an absolute date, rather first date for submission. Expect to take recommendations to State Board of Education on a monthly basis beginning December 1.

Not more than 75% of the funds can be allocated by March 1, 1993.

Money must be spent by September 30, 1993 which drives short term job training.

Money cannot go directly to a business, must come through an educational fiscal agency. i.e. not a SDA. Evaluation will contain job placement.

The interagency committee will review any application that meets the intent of the statute. It is State Board of Education that approves the grants for receipt of allocations. The statute has job placement as one criteria; post secondary placement as another.

Fiscal Agent must be an educational institution.

Sign off sheet that was in previous drafts will not be included. Will have to show letters of collaboration.

JTRIF funds, JTPA etc. could be used as a match but don't duplicate. This is the intent of collaboration.

Superintendent has created coordinating agency (cross agency) to work on the policy issues related to this grant. Superintendent is chair, Dan Austin is Vice Chair; Jim Folkening and Ron Root are providing technical assistance.

At least one grant per ISD area, if eligible. Eligibility is the main criteria. Possible to fund more than one grant in an area.

December 3, 1992

Tech Prep - Barb Argumedo
Dr. Argumedo reported on the November 24th Tech Prep evaluation meeting. This meeting was to highlight the Federal legislative priorities regarding evaluation of the Tech Prep programs and the timelines and performance criteria for Federal Department of Education evaluation surveys. This meeting was attended by community college representatives: F. Marczak, C. Roberts, C. Davis, T. Luxford, J. Flattery, D. Witherspoon. Hopefully the format for the formative evaluation will be available by end of January.

December 4, 1992

College University Relationship Committee - Frank Marczak
The formal Committee has not met. However Universal Transfer Agreement (UTA) supposedly was approved in November. The goal is still to reconstitute and reconvene the group of college/university/community college people who met at GRCC.

February 4, 1993

Associate Degree Nursing
Pat Hall provided an AACC update on the State of Maine proposal which would downgrade ADN graduates. Paul Durbin provided a synopsis of the impact of downgrading ADN graduates. Charlie Roberts recommended that we contact William Warren, NCOVE representative from Maine, for a status report on the activity and Marty Lind Martin, Executive Director, Michigan Board of Nursing.

February 5, 1993

MCCDEC - SOCAT Proposal
President Hall introduced the proposal. Allen Chrenka, Director of Industrial Services, Ferris State University, was present to respond to questions. The Executive Committee had reviewed the proposal. For the proposal to go forward, MODAC needs to write a letter of support, however, the timelines need to be adjusted. The three areas proposed for testing were Electronics, Office/Secretarial and Machine Tool. The community colleges involved would need to select two areas for exam (written & performance) development which is different from the proposal.

Question is whether the assessment is for minimum or maximum competency. Mr. Chrenka responded that the purpose is to develop benchmark for core knowledge and skills and then each school can enhance their program for particular industry needs in their area.

It was moved and supported to write a letter of support for the MCCDEC-SOCAT proposal with the following recommendations.

- Timelines set by participating colleges
- Selection of the two areas to be developed to be completed by participating colleges
- Ad Hoc Committee of Deans from participating colleges function as the oversight committee.

It is presumed that this project will need until April 1994 to be completed. Participating colleges will be: Mott, Muskegon (tentative yes), Lake Michigan, Monroe, Delta, Northwestern and Southwestern Michigan College. Alpena and West Shore Community college need to be contacted to determine if the schools will participate.

It was further proposed that method of student follow-up be included in the study. Another question to pursue is, "Has the development of this assessment resulted in change in what is included and how it is taught in the instructional program?"

It is further recommended that at TRENDS 1993 a round table discussion on assessment/testing be included. The colleges that will participate will take the leadership to develop this program. Dr. Luxford was recommended as the leader of this presentation.

April 2, 1993

- Tim McLaughlin of MSU presented the MCCTE Bulletin Board System. He provided a walk-through demonstration of how to log on and use the system. A booklet explaining the system in detail was provided to those in attendance.

- Dr. Steve Barnum and Derek Hardy gave a presentation on computer software (OVATION) that is used for student development of EDP's.

- <u>Winners and Zingers</u>:
  L. Reibling announced that CAHEA had gone out of business due to lack of funding from AMA. He related that a new organization was being developed but included no community college representation. There will be a meeting at the Chicago Marriott Hotel on May 13 at 9:00 a.m. to discuss whether cc's want accrediting at all and for planning if the organization survives.

August 5, 1993

<u>Update on Allied Health Accreditations</u>
L. Reibling provided background on CAHEA's demise. A new accrediting agency "Son of CAHEA" is organizing that may take original's place. May result in several different accrediting agencies for health programs. This would result in many different sets of rules and costs and institutions being visited by many teams.

October 13, 1993

- MODAC History:
  Terry Luxford is still collecting data and needs the names of MODAC reps from 1967-74 from Alpena, Bay de Noc, Kellogg, Macomb and Highland Park community colleges. He also admitted that his research does bear testimony to the fact that Frank Marczak is the "oldest" or rather "most senior" MODAC member because he joined 6 months before Terry Luxford.

- School-to-Work Initiatives:
  MDE is pulling together a plan to be done by 12/1. MDE is working with the JOBS Commission. They are trying to integrate 3 processes: 1) school and work-based education 2) academic and vocational education and 3) secondary and post-secondary education. The legislation says that provisions in other acts can be waived if they prohibit successful school to work programs. The first phase is seed money, followed by implementation grants. There are no financial incentives for business and industry participation in the bill currently.

  Ron Root also shared information on the SPREof State Post-Secondary Review Entity which deals with student loan defaults. States must set standards which will be approved by the Secretary of Education. These standards can be different for different sectors (i.e., community colleges, proprietary institutions, etc.). Certain data triggers mandatory reviews. Penalties for failure to participate include: loss of financial aid, loss of planning money. States may have to pay back part of default losses to feds.

December 2, 1993

- Some updates on the JOBS Commission indicated that they have hired regional staff who are account managers. Their job will be to contact companies daily. Their goal is to contact 300 companies a month; they visited 80 last month. Teams go into companies and assist in identifying needs, as well as suggesting resources available such as training or tax relief. The targeted companies are those with 25 or more employees.

- State Plan for Voc-Tech Education
  MODAC Executive Committee and MDE Staff brainstormed some potential key issues. The timeline to complete this process ends in May. MODAC needs to solidify its position as this plan will affect vocational education for the next 2-3 years. A brief sample of the lengthy discussion is recapped here.

  President Gliniecki shared the list of strengths developed by the Executive Committee. The 40/60 funding split was discussed. There were some con-

cerns expressed that community college programs have increased about 35% in some areas and parity in funding should be the goal. Most of those present favored keeping the present funding split for several reasons: we are trying to build solid partnerships through Tech Prep and other programs; a fight over funding could destroy those relationships;

K-12 funding is more uncertain at this time than that for community colleges; also, it does not seem like the time to challenge this source of funding. It is projected that Tech prep funding will remain flat but new sources of funds, such as School-to-Work, will allow some new programs to be developed. It was hoped that many of these could again be partnership activities.

Assessments were again reviewed. They will guide the funding levels with "discretion to meet the needs of each sector." There was a great deal of discussion about the assessment model and how individual institutions interpreted the same question differently. For example, integration of academics into vocational education--many schools rated all program high because all certificates and degree programs require general education courses. Others took a stricter interpretation and only answered positively where programs had actually developed new curricula or changed their current curricula to add new applied courses. The assessment tool needs to be refined.

There is some criticism that community colleges have not changed much in the reform movement. Tech Prep requires joint curriculum development while equity and parity principles allow us to advocate for a greater share of the funds, the goal will be to try and maintain a cooperative stance with K-12.

It was decided that our position should develop with an emphasis on the needs currently being met and those needs unmet with the current funding. The future we seek for improved programs will require new funds.

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

DEAN'S COMMENTS

The following pages contain the comments of deans who were members of MODAC during its establishment. Deans making comments were asked to discuss MODAC from their perspective. They were asked to give their opinion why MODAC was established, major issues that MODAC was facing in occupational education, and some of the funnier things that happened at MODAC meetings within the membership. Contributors to this section of MODAC history are:

Arne R. Anderson
Dean, Vocational-Technical Education (retired)
Bay de Noc Community College

Arthur V. Francis
Dean of Instruction & Occupational Education (retired)
North Central Michigan College

Robert Kollin
Former Dean of Instruction
Monroe County Community College

Frank P. Marczak
Vice President & Dean of Faculty
Muskegon Community College

Robert Steely
Dean of Applied Arts & Sciences (retired)
Kellogg Community College

"EARLY HISTORICAL PERSPECTIVES OF MODAC"

By: Arne R. Anderson
Dean, Vocational-Technical Education (retired)
Bay de Noc Community College

As a result of President John F. Kennedy's national manpower surveys and the passage of the Vocational Education Act in 1963, a sweeping change in American education took place. This change occurred in both the secondary and post-secondary levels of education. The new swing was preparing people for the work world to be productive citizens in our society. The theme at that time was vocational, vocational-technical or occupational education. Every state in the nation was responding and gearing up to provide training programs within their service areas.

In Michigan, the Community College Act, passed in the 1960's, spurred a great educational movement. The act identified and sanctioned the 29 community colleges that would provide vocational education services. In addition, three universities were identified to provide similar programs, chosen due to their locations in rural Michigan. Initially community colleges acted on their own with a primary mission of offering occupational curriculums.

Confusion erupted as all community colleges, in the midst of area studies, began seeking millage support, developing programs and hiring staff simultaneously. The major emphasis surrounding the delivery of vocational education was four-fold: administration and staff had to be hired, curriculum developed, facilities secured, and programs offered. There was a lot of activity.

Because of this great movement in education and infancy of community colleges, there was an obvious need for assistance and coordination by the Michigan Department of Education and community colleges throughout the state. A few post-secondary vocational education administrators, primarily from larger community colleges who had experience with the Department of Education, began meeting informally to review activities associated with trends in education. These early gatherings were formed to share ideas, interpret legislation and plan for expansion. As a result of these meetings, the Michigan Occupational Deans Administrative Council, or MODAC, was conceived.

College presidents were requested to identify a vocational-certified contact person to attend MODAC meetings. These people would serve as a link between MODAC and their home institutions. The vocational contact person had a myriad of responsibilities including interpreting legislation, processing forms, developing curriculum, planning facilities, hiring staff and certifying instructors. These people were basically planning for expansion as occupational programs made up 50 percent of the total enrollment in the majority of community colleges in Michigan.

As institutions planned vocational programs, there were many debates concerning program classification, autonomy and control. These critical issues provoked questions like: What should be taught in a given program? At what level? How many credit hours? Among these questions, goals, objectives, tasks and others issues surfaced throughout the debates. These issues set the stage for a struggle

between high school and post-secondary institutions. From this struggle, questions emerged concerning supplication and repetition between the two educational systems, as well as debate over whether there should be specialized regional programs. As educational institutions grew, there was a separation between secondary and post-secondary institutions. The Michigan Occupational Education Association appeared to be biased, favoring secondary vocational program direction and support. After lengthy discussion, community colleges became a non-active member in MOEA.

Later, as a logical direction for statewide programming was resolved, articulation started taking place. The Department of Education took the leadership in the 1970's to provide money, services and seminars for administration and staff at both high school and college levels. Administration and staff were assisted in planning and delivering programs through articulated goals, competencies and transferability between high school and college educational programs. Years later, this set the state for today's Tech Prep, a two-plus-two secondary and post-secondary movement.

During the infancy of vocational education expansion in Michigan, not only did the community college vocational administrators continue with federal, state and local program requirements, but licensing agencies in many areas including nursing, law enforcement, cosmetology, real estate, etc. as well as early MODAC meetings vociferously developed responses and position papers to these agencies to reflect their positions and disapproval.

These early strong positions took on critical issues in vocational education programming by MODAC on certification, legislative funding, delivery, and service areas issues for MCCA solidified a strong relationship between the two groups which exists today.

Early in the vocational movement, there was keen interest shown by all community college vocational administrators as to the flow of vocational education federal dollars into Michigan and how the monies would be directed into direct program support. Four or five State Plan meetings were normally scheduled statewide (two usually in the Upper Peninsula) to gain strong input from not only active vocational educators and administrators but business, industry and other governmental agencies as well. As a result of these hearings, special support projects surfaced and secured support in special needs. Even though the special projects movement started at a slow pace, today all community colleges are involved in these activities.

In the 1970's after vocational programs were in place, the concern for quality and job performance surfaced. A need for employment data became a critical issue. Follow-up surveys of students who had finished programs or courses were implemented. Vocational administrators needed to be armed with data offering program justification to secure funding. Legislators became critical of colleges because

of enrollments, placement and program completers. Funding and job performance became critical as a result of these serious issues. MODAC established an evaluation committee of community college personnel including deans, directors, researchers, business managers and presidents to develop a data system that would secure pertinent data to support and justify college vocational education. Today's Michigan vocational program evaluation system is MCCDEC.

In conjunction with the evaluation system, the legislature requested a statewide taxonomy list of all program courses offered for reimbursement by each college. This list would include the number of credit/contact hours, its relationship to other courses in the curriculum, specialty skill development and related or academic supportive coursework. Institutions would only be reimbursed for true vocational coursework leading to and supporting skill development for employment in the work world. A formula was established, as a result, which established that health courses would gain a higher level of reimbursement followed by vocational, business, and related supportive courses on an added-cost basis.

All the activities initiated by MODAC to support vocational-technical education in Michigan have resulted in the State being one of the leaders in proven quality education recognized not only locally but regionally and nationally as well.

"THE EARLY YEARS OF THE MICHIGAN OCCUPATIONAL DEANS COUNCIL"

By: Arthur V. Francis
Dean of Instruction & Occupational Education (retired)
North Central Michigan College

In the early years of the community college's development, MODAC (Michigan Occupational Deans Administrative Council) was a loosely knit group of vocationally certifiable administrators. Vocational certification was determined by the Vocational Division of the Michigan Department of Education. Vocational certification brought with it salary reimbursement, travel reimbursement and access and training on how to obtain more federal vocational reimbursement for faculty salaries, equipment and capital outlay. All the deans responsible for occupational/technical programs at the community colleges did not qualify for vocational certification and, therefore, were not able to benefit from the federal vocational monies allocated to the State of Michigan.

The certified deans/administrators were required to attend meetings scheduled by the staff of the Vocational Division of the Department of Education for indoctrination in rules, regulations and department procedure at least four times a year. The certified deans found it convenient to meet, at times, without the Department of Education staff present, so they coined the name "Michigan Occupational Deans Administrative Council" to provide the group identity and legitimacy in the educational community. The single criterion for membership in MODAC was that the member be on the list of vocationally certified and reimbursed deans established and maintained by the Vocational Division of the Department of Education.

This approval process was identical to the process used by the Department of Education for administering to the high school vocational programs. It proved itself to be inadequate and dysfunctional for the community colleges. The certifiability of the deans and their membership in MODAC became an issue of controversy between the community college presidents and the Department of Education. This practice prevented a number of colleges from accessing federal money that they needed. The presidents took issue with the Department based on: 1. It was a criterion based on the Department's experience with high school programs. 2. Employment of college faculty and administrators did not come under the same laws and regulations as K-12 personnel. 3. It infringed on the rights and responsibilities of the independently elected boards of the community colleges.

During this time the community colleges were meeting and dialoging with the State Board of Education, State Board for Community Colleges, State Board for Vocational Education and a number of other specialty boards associated with the Department of Licensing and Regulation (Board of Nursing, Law Enforcement, Cosmetology, Dentistry, etc). The community college presidents were organized into a representative group which they named the MCCA (Michigan Community College Association). The community college board members had no organization and took their lead from organizations established for the four year institutions. The deans, directors and business managers had a rather loose affiliation that had grown spontaneously, but nothing formal or formally recognized.

There was a discontent among the presidents with these loosely organized groups. The groups very often expressed positions on issues without doing adequate research and the positions were, in some cases, in direct conflict with institutional missions, or MCCA objectives. There also was strife and conflicts between the board members and the presidents, appearing to stem from the board members affiliation with baccalaureate organizations that had a different mission than that of the community colleges. The presidents were motivated to action by a number of incidents that challenged their authority, as well as their concept of institutional leadership.

To counter these threats and embarrassments, the presidents directed the MCCA staff to work with each group of deans to develop a formal organization representing their field of specialization. The formal organization would then be a component of an organizational structure that would be controlled by the presidents and was responsive to the presidents needs and demands. The community college board members were also to be a component of this structure. Each group was instructed to develop a constitution with goals and objectives. A liaison person (president) was assigned to each group to represent the presidents and the position of the MCCA. The MCCA meeting structure and schedule was changed to permit concurrent meetings of the presidents and the board members. The concurrent meeting enabled the board members and presidents to develop and demonstrate an agreed upon goal and mission statement that was mirrored in the meeting agendas.

MODAC was selected as the "pilot" for writing an approvable constitution and structuring a working relationship with the presidents and the board members. A number of meetings were conducted with MODAC officers and the presidents. The meetings were used to review the constitution and the documented goals and objectives. These meetings soon led to the delegation of responsibility for researching issues, writing papers on issues, and presenting the issues to the board members and presidents during the MCCA meetings. The MCCA would then make a decision, or take a position on the issue. Everyone had accurate information and adequate time to discuss all aspects of the issue.

This organizational structure forced the units of state government, that had been working with the community colleges informally, to deal with a group that was responsible and in direct communication with the presidents and board members. It became impossible for special interest groups to work with first line administrators without the presidents and board members being informed and having a major influence on the success or failure of the effort.

Another activity that had a major affect on the development of MODAC was the positions the deans decided to project in their relationship with the Division of Higher Education (the Vocational Division) and the interpretation, in the State Plan, of the Vocational amendments as they related to community colleges. At this time

the community colleges were dealing with the Department of Education primarily through two divisions, the Bureau of Higher Education and the Vocational Division. The Bureau of Higher Education was created to deal with issues relating to baccalaureate institutions and was staffed with individuals knowledgeable in how post-secondary institutions function, but with no experience with technical/vocational education. The Vocational Division was staffed with individuals knowledgeable about high school vocational education with no structure or personnel to deal with post secondary issues. Both divisions had major short comings when dealing with the community colleges and created major problems for the community colleges in meeting their goals and missions.

The newly organized and now representative MODAC used its new-found prestige and credibility to communicate its dissatisfaction with the existing organization of the Department of Education and the negative effect that it had on their administering of technical/vocational education in the community college system. The presidents and board members understood and supported the position presented by the deans. Eventually the Department of Education responded by restructuring and creating the community college unit within the Division of Higher Education with a defined budget and staffed with individuals with expertise in post secondary education and vocational/technical education. The rules and regulations for accessing vocational funds were, in turn, reinterpreted and the State Plan was written so community colleges were allowed to participate unhampered by bureaucrats interpreting their institutions as if they were high schools, or universities.

Working with the newly created structure and new department personnel, an operational style slowly developed that saw MODAC becoming more involved with the Department of Education staff in the interpretation and writing of those parts of the Vocational State Plan that would impact the community colleges. Position papers were written by MODAC in response to MCCA requests, and some by MODAC's own initiative, on topics of interest to the community college system, the legislature, or Department of Education. Some examples of issues that MODAC spent considerable time and effort researching, writing about and discussing were: State Plan for Vocational Education, Law Enforcement programming, Nursing programming, licensure of nurses, Aviation programming, philosophy and funding of Adult Education programs and tailored training programs for business and industry. The quality of the documents, their scholarly style and the professional manner of the MODAC representatives in creating the documents and presenting them, earned a respect for MODAC that has opened doors to the highest offices of State and Federal government.

"SOME HISTORICAL NOTES ABOUT MODAC"

By: Robert Kollin
Former Dean of Instruction
Monroe County Community College

During the formative years of the deans' organization, Jim Dotseth from Oakland Community College took on the responsibility of coming up with a name for the group. As I remember, he worked on this for about three years. At each meeting in the early days we had a discussion on Jim's suggestions. The principle deans, or power brokers, at that time were Jon Adams (Schoolcraft), Art Elges (Henry Ford), Harold Matthews (Jackson), and Jim Dotseth (Oakland). It was amazing that it took about three years of discussion to finally agree that **MODAC** - Michigan Occupational Deans Administrative Council would be the official name. Bill Munroe from Lansing apparently had a problem with the acronym **MODAC** as he always pronounced it **MO DOCK**.

The members of **MODAC** were always a close group and you could always call anyone of the group and get help.

In the early years the relationship between **MODAC** and the Higher Education Unit in Lansing was at its lowest ebb. At times, the relationship was somewhat adversarial and at its best, detente.

About the time Jim Folkening became the head of the Higher Education Unit, **MODAC** took a more assertive posture and encouraged the development of a working partnership with the representatives from the State Department. This linkage developed into a positive relationship and was still the case in 1988.

Looking back over the past years, I recall some of the more colorful members such as:

Jon Adams (Schoolcraft) - One of the curmudgeon deans who lamented about the easy teaching loads of faculty - if they didn't teach at least 25 contact hours they were loafing.

Jim Dotseth (Oakland) - and his struggle to come up with a name for the organization that would have a good acronym.

Harold Matthews (Jackson) - You could always depend on Harold for his cool, steady leadership. He was always a good spokesman for the group at the state level.

Art Ottmier (Delta) - Art was the entrepreneur of the group. He was typically ahead of his time and Delta benefitted from his vision.

Art Francis (North Central) - Art brought his years of service at the State Office to good use in **MODAC**. It helped to have him around to develop the strategies for dealing with the State Department and nursing issues.

Till Peters (Grand Rapids) - Whoever thought someone from a continuing education background could be a technical dean! Well guess what, he was one of the best. A good researcher and good fighter when it came to getting a fair share of vocational education funds for community colleges.

Frank Marczak (Muskegon) - the **"Polish Prince."**

Arnie Anderson (Bay de Noc) - always good for a few "yooper" stories.

Garnet Stewart (Kirtland) - Garnet was a unique guy, entrepreneurial in many ways, but that was essential in the North Country.

Paul Hunt (Washtenaw) - Paul was their first dean - a real "class" guy.

Joe Miller (Washtenaw) - Second dean - retired I believe, but passed away at a young age.

Al Reed (Alpena) - one of the originals.

In October 1980 **MODAC** hosted **ATEA** in Lansing. Don Olson and Bob Kollin (with $100 from **MODAC**) went shopping for the ingredients to host a reception for the officers of **ATEA** and **MODAC**. It was the beginning of a few years of hosted functions. The December meeting of **MODAC** was hosted by Monroe and the reception was at Bob Kollin's home with ingredients from the October meeting. This started a brief trend. Lou Riebling (Schoolcraft) hosted the group. For the next few years we had the December meeting in Grand Rapids with Till Peters and his wife, Linda, hosting the group at their house. In later years, Till hosted the group at G.R.J.C.'s special conference facility.

The nursing issue was an agenda topic in 1967 and managed to be a hot topic for as many years as I was a member. This was typically an Art Francis issue. Oh how we loved those nursing directors.

The first female **MODAC** president was Marilyn Schlack, KVCC. She was well-liked and respected by the group (guys) and when presented with the symbol of office, a pair of brass spheres, she said -- "It now can't be said that I don't have balls."

"MY RECOLLECTION OF IMPORTANT MODAC EVENTS"

By: Frank P. Marczak
Vice President & Dean of Faculty
Muskegon Community College

Following is my account of the MODAC organization as seen through the eyes of a person who has been with the organization for eighteen years. That is a bit scary, but here goes:

My first awareness of MODAC was when I became Chairman of the Applied Science Division at C.S. Mott Community College in 1973. My supervisor at the time, Charles Roche, was Dean of Technical Education, and I often heard reference to this wonderful organization called MODAC. For some reason it seemed to have some mystique about it, because every other month Charlie would disappear for a couple of days and return with a fresh look on his face and new ideas to be considered. Little did I know that he was one of the founding fathers of this organization.

In 1975 my career path found me moving to the Muskegon area as the Associate Dean of Occupational Education. My colleague, whom I was to replace upon his retirement, was Dr. Louis Otto, a fine scholarly gentleman who took me to my first MODAC meeting in June of 1976. As I recall, that meeting was held at Grand Rapids Junior College, and one of the "characters" was the Dean of Occupational Studies at GRJC. His name was Charlie Chandler and I remember he smoked one very smelly cigar. At that first meeting I heard a lot about the MODAC constitution, nursing and other matters affecting the world of occupational education. Thereafter I began attending MODAC meetings on a regular basis and paid some of my first visits to the Traverse City area, where meetings were often held during the fall semester. I remember a couple of "old timers" (as they may now be referred to -- John Adams and Jim Dotseth)) who had retired and yet continued to attend MODAC meetings, probably more out of concern and care for their creation, than for their wish to return to the daily routine of being an occupational dean. It was bittersweet as well as helpful to have these senior deans attend those meetings.

During the mid-70's my recollection is that MODAC faces were changing with about as much rapidity as they are now in the early '90's. It did not take too long to be tapped on the shoulder and asked to perform certain MODAC functions. My first job was in 1977 when I became secretary to the organization. Our meetings were active, fun-filled and very often centered around Law Enforcement, Nursing and future funding, that 'ole bug-a-boo! Colleagues like Bob Kollin, Andy Mazzara, Jack Shanahan, Bob Steely and Wally Ollila, to name just a few, were mentors, friends and advisors. One could earn graduate credit by just listening to their experiences and learning the pitfalls.

As the organization grew into the '80's, I recall stability of the membership. By this time Till Peters had joined us and was making a distinct impression on the organization. Arne Anderson was at Bay de Noc and contributed considerably to the group, along with his buddy, Alan Reed, from Alpena Community College. Although my nightly habits did not leave the energy nor fortitude to participate in some of the

"late evening" activities, we heard about them for days following the meetings. Of particular interest was the post-MODAC meeting/social hour that occurred at a country restaurant/bar on Dort Highway in the Flint area. To my recollection, some of our colleagues were politely asked to leave because they were discussing the merits of Law Enforcement too loudly. Whoever knows the truth should someday step forth and describe it all. Another event that we all recall with fondness is a dance routine performed by our "dancing Finn" from the U.P., who "deaned" at Jackson Community College. The MODAC organization was convening for dinner at a restaurant in the recently renovated AMWAY Grand Plaza in Grand Rapids. The waitresses were all decked out in Dutch costumes and asked our MODAC friends if any of them would like to participate in an ethnic dance. Wally Ollila was the first to leave the table and promptly showed the Netherland beauty how to do the Finnish version of the "wooden shoe" dance. Unfortunately, his Finnish feet got tangled up in her long skirt and she fell over, and Wally (all "100" pounds of him) fell directly on top of her. Needless to say, he was quite embarrassed, but she was slightly hurt. That ended her waitressing for the evening and also Wally's dance routine. Nothing further came of it and, of course, Wally continued to dance until the day of his retirement from MODAC.

It is interesting to note that as the group got older, late evening activities such as these became fewer and further between. The group still had fun, of course, and always enjoyed taking a poke at each other. One memorable event that again occurred in Grand Rapids was on a day when Lou Reibling, Dean of Instruction at Schoolcraft Community College, showed up with a puzzled look on his face. Apparently he left home that morning in the dark of the winter night and had taken the wrong suitcase. His wife was on her way to a meeting in Chicago and he took her suitcase, and of course, she took his. He ended up in Grand Rapids with a considerable amount of feminine apparel and nothing else to wear. MODAC colleagues promptly scoured the Grand Rapids lingerie shops that evening and on the following morning presented Lou with appropriate undergarments that would match the feminine apparel already encased in his suitcase. He refused to model them for us.

One of the memorable events that will be long remembered in the MODAC annals is the presentation of a set of gavels. In the early '80's, this writer was the president of MODAC and a faculty member at Muskegon Community College asked if the organization had a gavel to exert its authority. Upon hearing that one was not available, the instructor, who was the primary instructor in the Cast Metals (Foundry) program, suggested a rather unique arrangement. He described a set of rather heavy brass objects that were spherically shaped and told this writer that an appropriate indoctrination, rather poetic in nature, accompanies the gavels. These spherical objects, the brass balls, were designed and formed in the Muskegon Community College Cast Metals Program. Dr. John Thompson, who was president of MCC at the time, attended a dinner meeting of MODAC at a Chinese Restaurant in Muskegon on

a Thursday evening. He presented the "gavels" on behalf of Muskegon Community College to the organization and, of course, read the poetic scripture that accompanied the presentation. The poetic scripture is emblazoned on the page following these notes, and remains a source of power, authority and humor.

As the organization became more liberal in its views and work, especially in the late '80's, a number of very fine professional women joined the organization. Out of chivalry and respect for our colleagues, as well as the fear of being sued for every last cent we had, the gavels were put to rest and a rather heavy-looking hammer made from northwoods Maple was presented to Pat Hall, President during the 1991/93 era. To those who are wondering about the location of the earlier gavels, please be informed that they now reside on the mantle of our retired colleague, Till Peters. They were presented to him on December 2, 1993, during this retirement party at Grand Rapids Community College. Till may use them with whatever authority he wishes.

Events like these obviously kept the group caring and considerate of each other; it is no small wonder that many were touched by the kindness, compassion and fun, as well as the dedicated hours of deliberating important issues during their MODAC tenure.

The Legend of Thor

Thor, god of lightning and thunder. His name personifies strength and courage. Thor fought the battles of men and gods against the evil giants who represented the threatening forces of a hostile universe. He was passionate and sometimes acted rather rashly, but always did what he believed was right. In the end, he never failed to triumph.

Rise To The Question

That quality which raised Thor above the ranks of mere mortals to the stature of a god can be defined in a single word: BALLS

Stand Up And Be Noticed

Now this awesome set of solid brass Balls of Thor will tell the world that you are someone to be reckoned with. They serve as a constant reminder that you can stand up for what you know is right. They are an ideal tension reliever as well. When you click the Balls of Thor together in the palm of your hand, your adversaries will hear your thunder and know that your lighting cannot be far behind!

Show Them You've Got Balls

Display your Balls of Thor on their own hand-finished teak stand, or carry them with you, so you need never be without them.

A Perfect Set

Accept life's challenge! Be your own God of Thunder!
But remember...Balls of Thor are not a toy - they are a way of life.

"REFLECTIONS OF THE EARLY YEARS OF MODAC"

By: Robert D. Steely, Ph.D.
Dean of Applied Arts & Sciences (retired)
Kellogg Community College

Set forth below are some comments based upon my recollections of the early years of MODAC.

I became Dean of Applied Arts and Sciences at Kellogg Community College on July 1, 1967. From that date until my retirement in September 1988, I served as Kellogg's representative to MODAC. Jim Cook, my predecessor, served as Kellogg's representative prior to me.

My earliest recollection of a meeting of occupational deans was at Schoolcraft College held during the spring of 1966. I attended that meeting with Jim Cook. The meeting was hosted by Jon Adams, Occupational Dean at Schoolcraft. There were eight or nine people present including Jon, Jim Dotseth, Paul Hunt, Harold Matthews and others. The purpose of the meeting was to discuss the formation of an organization made up of those responsible for "technical education" in Michigan's community colleges. It appeared that Jim Dotseth and Jon Adams were the prime movers in attempting to get an organization started. It was approximately fifteen months later that I became Dean and, thus, the representative from Kellogg Community College.

In order to understand why MODAC was born, one must have some knowledge about the community college movement in Michigan and the environment in which the colleges operated. During the latter part of the 1950's, continuing into the 1960's, and even during the early 1970's, community colleges were being created across Michigan as well as in many other states. Community colleges understood their role and were very comfortable in it. Their experience was traditional collegiate education. At the same time, community colleges had a mandate to develop a new form of post-secondary education called "technical education." There were few people in Michigan's community colleges who had any experience with post-secondary technical education, let alone knowing what it was or how to define it. Most of the early leaders in the field came out of secondary vocational education. They were struggling in an effort to define the jobs for which technicians would be prepared and to develop curriculum which would prepare post-secondary students for technical jobs. Not only did community college personnel have little knowledge about post-secondary technical education but also business and industry and the public at large did not know what post-secondary technical education was about. A large vacuum existed. This, I believe, is what created the need for MODAC. Misery loves company!

During this same period of time, the American Association of Junior and Community Colleges, under the able direction of Ed Glazer, made a major commitment to articulate the role of community colleges in occupational (technical) education. The AACJC devoted considerable resources to educating community college personnel, business and industry, and the public at large as to the role of post-secondary occupational education in the community college. During the 1960's the

Association published a number of curriculum guides and occupational education newsletters. Meetings across the country for the purpose of providing in-service education for community college personnel in technical education curriculum development were sponsored by the Association.

From my observation, the most important reason for the formation of MODAC was to have an opportunity to meet with colleagues in other community colleges to discuss and share ideas with regard to new program development, curriculum, recruitment of students, job development for graduates, etc. It was a matter of practicality to share mutual concerns and seek answers to the development of occupational education in Michigan's community colleges.

Also, from my observation, the Michigan Department of Education played a minor role in the development of post-secondary occupational education during the early years of MODAC. The Vocational Education Department personnel were obviously from secondary vocational education backgrounds and their focus was precisely on that. They had little knowledge about post-secondary technical education. Their primary role was that of administering federal vocational funds and insuring compliance. It wasn't until the post-secondary unit was formulated in the Vocational Education Department in the early 1970's that a close working relationship between the Vocational Education Department personnel developed. From that time forward, a strong feeling of mutual support and assistance occurred.

During the formation of the organization, considerable time was spent in an effort to find an appropriate name. Numerous suggestions were made. Finally the current name which has the acronym MODAC was accepted. Needless to say, the acronym generated much humor and received unsolicited snickers from other community college personnel. Even though the name of the organization was conceived in humor, the name MODAC has served well in describing the organization. In a very short period, MODAC became well-known as a community college administrators' organization that served Michigan's community colleges effectively in advocating and developing post-secondary occupational education.

A great amount of the occupational deans' time during the early years of MODAC was committed to new program development. Each college was bringing new programs on-line at a rapid pace. At that time, MODAC was most valuable to its members by providing a forum where detailed program information could be exchanged. A collegiality existed among members in which they freely exchanged ideas not only at meetings but also by telephone between meetings.

As MODAC matured commensurate with that of the community colleges, the pace of new program development slowed. The organization then began to shift its emphasis to other issues impacting community college occupational education. Such issues as the quality of programs, funding, job placement, and Federal legislation were

among new areas of focus. In all of these areas, MODAC worked hand-in-hand with the Michigan Department of Education, Post-Secondary Unit personnel in addressing issues of mutual interest.

MODAC was a long, stimulating ride for me from 1967 to 1988. I came out of the field of engineering into the community college setting with little prior knowledge or experience in post-secondary occupational education. MODAC contributed to my professional growth in many ways. I believe that MODAC, since its beginning, has played a very significant role in the development, the direction, and the operation of occupational education in Michigan's community colleges. The citizens of Michigan have truly benefitted because of the efforts of MODAC.

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

MEMBERSHIP LISTS

Listed on the following pages are the names of the deans in Michigan community colleges who have been responsible for occupational education since the formation of MODAC.

11/1993

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

OCCUPATIONAL DEANS

Dates of Service	Years of Service	Name/Title
ALPENA COMMUNITY COLLEGE 666 Johnson Street Alpena, MI 49707-1495		
1986-Present	7 yrs.	Curtis G. Davis Dean of Instruction & Student Services
1965-1986	22 yrs.	Alan Reed Occupational Dean
BAY de NOC COMMUNITY COLLEGE 2001 N. Lincoln Road Escanaba, MI 49829-2511		
1993-Present	1 yr.	Charles Gold Dean of Vocational Technical & Continuing Education
1969-1993	24 yrs.	Arne Anderson Vocational Education Dean
1966-1969	3 yrs.	William Butt (deceased) Vocational Education Dean

C.S. MOTT COMMUNITY COLLEGE
1401 E. Court Street
Flint, MI 48503

1993-Present	1 yr.	Mamie Howard Dean of Health Sciences & Voc. Education
1984-1993	9 yrs.	Charlie D. Roberts Executive Dean
1977-1984	7 yrs.	Marjorie McBrien Dean
1967-1977	10 yrs.	Charles Roche Vice President

DELTA COLLEGE
University Center, MI 48710

1984-Present	9 yrs.	Darrell R. Berry Dean of Academic Affairs - Occupational Programs
1977-1984	7 yrs.	Richard E. Klein Occupational Dean
1975-1976	2 yrs.	Michael Raza Occupational Dean
1971-1974	3 yrs.	Charles White Occupational Dean
1967-1971	4 yrs.	Arthur Oattmeier Occupational Dean

GLEN OAKS COMMUNITY COLLEGE
62249 Shimmel Road
Centerville, MI 49032

October 1993 - Present	1 mo.	Michael Fisher Director of Occupational Studies/Apprenticeship
March 1987 - October 1993	6 yrs.	David G. Smith Dean of Instruction
1983-1987	4 yrs.	Roger Eckhardt Vice President of Academic Affairs
1978-1983	5 yrs.	David Kauffman Director of Vocational Studies
1975-1978	3 yrs.	Charlie Hinkle Director of Vocational Studies
1972-1975	3 yrs.	David Pilon Director of Vocational Studies
1967-1972	5 yrs.	Michael Myckowiak Vocational-Technical Dean

GOGEBIC COMMUNITY COLLEGE
E. 4946 Jackson Road
Ironwood, MI 49938

July 1990 - Present	3 yrs.	Dale Johnson Dean of Instruction
October 1988 - July 1990	2 yrs.	George Mihel Dean of Instruction
August 1985 - June 1988	3 yrs.	John Anderson Dean of Instruction
July 1984 - June 1985	1 yr.	John Carbone Dean of Instruction
July 1981 - June 1984	3 yrs.	Gene Dahlin Dean of Instruction

Dean of Academic Programs and Dean of Vocational-Technical Programs combined into Dean of Instruction position, July 1981.

1973-1981	8 yrs.	Gene Dahlin Dean of Vocational-Technical Programs
1969-1973	4 yrs.	Oliver Koski Dean of Vocational-Technical Programs
1966-1969	3 yrs.	Jacob Solin Dean

College separated from K-12 district, 1966.

1952-1966	14 yrs.	Jacob Solin Director of Gogebic Community College

GRAND RAPIDS COMMUNITY COLLEGE
143 Bostwick Avenue, N.E.
Grand Rapids, MI 49503-3295

1993-Present	1 yr.	Donald R. Boyer Dean of Social Science & Technical Education
1977-1993	16 yrs.	Till J. N. Peters Dean of Occupational Education
1976-1977	1 yr.	Donald Maine Dean of Occupational Education
1969-1976	7 yrs.	Robert Duffy Dean of Occupational Education

HENRY FORD COMMUNITY COLLEGE
5101 Evergreen Road
Dearborn, MI 48128-1495

1991-Present	2 yrs.	Jo Ann Terry Vice President/Dean of Career Education
1990-1991	1 yr.	Sally Goodwin Acting Vice President/Dean of Career Education
1977-1990	13 yrs.	Andrew Mazzara Vice President/Dean of Career Education
1982-1983	1 yr.	John P. Gearns Acting Dean of Career Education
1966-1977	11 yrs.	Arthur Elges Dean of Technical Education

HIGHLAND PARK COMMUNITY COLLEGE
Glendale at Third Avenue
Highland Park, MI 48203

1992-Present	1.5 yrs.	Oretta M. Todd Occupational Dean
1991-1992	1 yr.	James Robinson Occupational Dean
1989-1992	3 yrs.	Oretta M. Todd Occupational Dean
1987-1988	1 yr.	Eugene Sims Occupational Dean
1985-1986	1 yr.	Richard Shenkus Occupational Dean
1970-1984	14 yrs.	Conklin Bray Occupational Dean

JACKSON COMMUNITY COLLEGE
2111 Emmons Road
Jackson, MI 49201

1992-Present	1.5 yrs.	Howard Major Associate Dean of Instruction
1958-1992	34 yrs.	Wallace M. Ollila Dean of Occupational Programs

KALAMAZOO VALLEY COMMUNITY COLLEGE
6767 West O Avenue
Kalamazoo, MI 49009

1986-Present	7.75 yrs.	Helen McCauslin Vice President for Academic Services
1985-1986	1 yr.	Helen McCauslin Dean, Technical Studies
1983-1985	2 yrs.	Margaret Lee Dean of Instruction
1976-1983	7 yrs.	Marilyn J. Schlack Dean of Instruction
1974-1976	2 yrs.	Peter Rush Dean of Instruction
1971-1974	3 yrs.	Charles Kinnison Dean of Instruction
1969-1971	2 yrs.	Lee Ross Dean of Business and General Studies
1968-1971	3 yrs.	Richard Andreason Dean of Science and Technology
1968-1969	1 yr.	Edward Heinig Dean of Business and General Studies

KELLOGG COMMUNITY COLLEGE
450 North Avenue
Battle Creek, MI 49017-3397

July 1991 - Present	2.5 yrs.	John D. Cooper Dean of Career & Occupational Education
April 1991 - July 1991	3 mos.	G. Edward Haring Acting Dean of Occupational Education
July 1990 - March 1991	8 mos.	Alice M. Mumaw Dean of Occupational Education
October 1988 - June 1990	20 mos.	Eugene R. Verrette Dean of Occupational Programming
1967 - September 1988	21 yrs.	Robert D. Steely Dean of Occupational Programming
1966-1967	1 yr.	Jim Cook Dean of Occupational Programming

KIRTLAND COMMUNITY COLLEGE
10775 N. St. Helen Road
Roscommon, MI 48653

1991-Present	2 yrs.	Paul Durbin Dean of Occupational Studies
1983-1990	7 yrs.	Paul Durbin Associate Dean of Instruction
1981-1983	2 yrs.	Richard J. Silverman Dean of Instruction
1978-1980	2 yrs.	Richard Holmes Dean of Instruction
1971-1977	6 yrs.	Garnet W. Stewart Dean of Instruction
1968-1970	2 yrs.	Wayne Krueger Occupational Dean

LAKE MICHIGAN COLLEGE
2755 E. Napier Avenue
Benton Harbor, MI 49022

1986-Present	7 yrs.	Patricia Hall Dean of Occupational Studies
1985-1986	1 yr.	Dorothy Leader Dean of Occupational Studies
1983-1985	2 yrs.	William Weirick Dean of Occupational Studies
1982-1983	1 yr.	Bruce Blanding Dean of Occupational Studies
1981-1982	1 yr.	Michael Walsh Acting Dean of Instruction
1979-1981	2 yrs.	Kenneth Snow Assistant Dean of Instruction
1978-1979	1 yr.	Charles Fields Acting Dean of Occupational Studies
1974-1978	4 yrs.	Benjamin Standen Dean of Occupational Studies
1973-1974	1 yr.	Benjamin Standen Dean of Technologies
1966-1973	7 yrs.	Benjamin Standen Assistant Dean of Technologies

LANSING COMMUNITY COLLEGE
P.O. Box 40010
Lansing, MI 48901-7210

1984-1993	9 yrs.	William Darr Dean, Technology & Applied Sciences Division
1967-1984	17 yrs.	William Monroe Dean, Applied Arts & Sciences Division

MACOMB COMMUNITY COLLEGE
44575 Garfield Road
Clinton Township, MI 48038-1139

1986-1993	7 yrs.	Sam A. Petros Dean of Business, Health & Public Service
1985	1 yr.	Paul Thacker Dean of Business, Health & Public Service
1984	1 yr.	Austin Hoarshorn Dean of Business & Public Service
1981-1983	2 yrs.	Lyle R. Robertson Academic Vice President
1970-1980	10 yrs.	Austin Hartshorn Dean of Occupational Education/ Business & Public Service
1969	1 yr.	Max Covert Coordinator, Business & Industrial Support

MID MICHIGAN COMMUNITY COLLEGE
1375 S. Clare Avenue
Harrison, MI 48625

1991-1993	2 yrs.	Darlene Greer Dean of Occupational Studies
1983-1991	8 yrs.	Charles Dee Dean of Instruction
1973-1983	10 yrs.	Charles Corrigan Dean of Occupational Education

MONROE COUNTY COMMUNITY COLLEGE
1555 S. Raisinville Road
Monroe, MI 48161

1988-1993	5 yrs.	James Stanley Director of Occupational Programs
1967-1988	21 yrs.	Robert Kollin Dean of Instruction

MONTCALM COMMUNITY COLLEGE
2800 College Drive, S.W.
Sidney, MI 48885

July 1993 - Present	4 mos.	Gary Lund Dean of Technical Studies
January 1989 - June 1993	3.5 yrs.	Kenneth Snow Vice President for Instruction
July 1983 - June 1989	6 yrs.	Jesse Fox Dean of Technical Studies
July 1981 - June 1983	2 yrs.	Donald Burns Vice President
July 1977 - April 1981	3-3/4 yrs.	David Pilon Dean of Occupational Education
July 1976 - March 1977	8 mos.	Joseph Skupin Dean of Occupational Education
Sept. 1970 - March 1976	5-1/2 yrs.	Donald Olson Dean of Technical/Vocational Studies
July 1969 - June 1970	1 yr.	D. Gary Moore Dean of Technical/Vocational Studies
February 1966 - July 1969	3 yrs. 5 mos.	Maurice Swift Dean of Technical/Vocational Studies

MUSKEGON COMMUNITY COLLEGE
221 S. Quarterline Road
Muskegon, MI 49442

1990-1993	3 yrs.	Frank Marczak Vice President and Dean of Faculty
1977-1990	13 yrs.	Frank Marczak Dean of Faculty
1975-1977	2 yrs.	Frank Marczak Associate Dean of Occupational Education
1972-1975	3 yrs.	Lou Otto Associate Dean of Math/Science and Technology
1969-1972	3 yrs.	Adrian VandenBosch Dean of Vocational-Technical Education
1961-1969	8 yrs.	Ed Huttenga Occupational Dean

NORTH CENTRAL MICHIGAN COLLEGE
1515 Howard Street
Petoskey, MI 49770

1993-Present	1 yr.	Barbara Kurtz Dean of Occupational Studies
1985-1993	8 yrs.	Arthur Francis Dean of Instruction and Occupational Education
1971-1985	14 yrs.	Arthur Francis Dean of Occupational Education
1966-1971	5 yrs.	Clifford Buckmaster Coordinator of Occupational Programs

NORTHWESTERN MICHIGAN COLLEGE
1701 E. Front Street
Traverse City, MI 49684

1989-1993	4 yrs.	Roberta Teahen Dean of Occupational Studies
1988-1989	1 yr.	Timothy Quinn Vice President for Instruction
1983-1988	4 yrs.	Richard Saunders Vice President for Instruction
1979-1983	4 yrs.	Pete Rush Dean of Instruction
1975-1979	5 yrs.	Toby Ferguson Dean of Instruction, Occupational Programs
1966-1975	9 yrs.	Jack McChrystal Dean of Instructional Affairs

OAKLAND COMMUNITY COLLEGE
27055 Orchard Lake Road
Farmington Hills, MI 48334

1990-Present	3 yrs.	David Doidge Dean, Academic Service
1989-1990	1 yr.	Joseph Macri Dean
1979-1989	10 yrs.	William O'Mahoney Dean
1977-1978	1 yr.	James Dotseth served as interim contact
1965-1977	12 yrs.	James Dotseth Dean

ST. CLAIR COUNTY COMMUNITY COLLEGE
323 Erie Street
P.O. Box 5015
Port Huron, MI 48061-5015

March 1990 - Present	3 yrs. 8 mos.	Anita T. Gliniecki Dean of Applied Arts and Science
March 1984 - March 1990	6 yrs.	R. Ernest Dear Dean of Instruction
January 1968 - Dec. 1983	15 yrs.	Arnold Metz Dean, Vocational-Technical Instruction

SCHOOL CRAFT COLLEGE
18600 Haggerty Road
Livonia, MI 48152

1981-Present	12 yrs.	Louis A. Reibling Dean of Instruction
1979-1981	2 yrs.	Fernon Feenstra Occupational Dean (liaison)
1973-1978	5 yrs.	Thaddeus Diebel Dean of Applied Sciences
1965-1973	8 yrs.	Jon Adams Dean of Applied Sciences

SOUTHWESTERN MICHIGAN COLLEGE
58900 Cherry Grove Road
Dowagiac, MI 49047

1990-1993	3 yrs.	James W. Bennie Dean, Schools of Business & Technology
1978-1990	12 yrs.	Norman Ashcraft Dean, School of Technology
1966-1978	12 hrs.	Francis Hiscock Dean of Applied Science

WASHTENAW COMMUNITY COLLEGE
4800 E. Huron River Drive
P.O. Box D-1
Ann Arbor, MI 48106-0978

1978-1993	15 yrs.	Roger R. Bertoia Dean of Technology
1974-1978	4 yrs.	Norman Lederer Dean of Instruction
1972-1974	2 yrs.	Joseph Miller Dean, Occupational Education
1966-1972	6 yrs.	Paul Hunt Dean, Occupational Education

WAYNE COUNTY COMMUNITY COLLEGE
801 W. Fort Street
Detroit, MI 48226

1991-Present	2 yrs.	Donald B. Olson Dean, Career & Technical Education
1990-1991	1 yr.	Richard Roder Vice Provost & Director of Institutional Research
1986-1990	4 yrs.	Doris Witherspoon Vocational Technical Division Chairperson
1984-1985	1 yr.	Arthur Shack Dean, Vocational Technical Education
1982-1983	1 yr.	Charlie Roberts Assistant Dean, Vocational Technical Education
		Ronald Watcke Director of Curriculum & Information
		Quill Pettway

WEST SHORE COMMUNITY COLLEGE
3000 N. Stiles Road
Scottville, MI 49454

1977-Present	16 yrs.	Terry E. Luxford Dean of Occupational Curricula
1968-1977	9 yrs.	John Schwetz Dean of Occupational Curricula

STATE SUPERVISORS OF POST-SECONDARY EDUCATION

MICHIGAN DEPARTMENT OF EDUCATION

1959-1969	Dr. Clifford Haslick Supervisor Agricultural and Technical Education Programs
1969-1973	Dr. Barbara Gaylor Acting Supervisor for Post-Secondary Vocational Education
1973-1978	Dr. Jack Shanahan Supervisor Post-Secondary Unit in Vocational Technical Education Service - Vocation Education
1977-Present	Mr. James H. Folkening Supervisor Community College Services Unit/Post-Secondary Unit

HISTORY
OF
MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL

CURRENT MODAC MEMBERSHIP LIST (1993-1994)

Listed on the following pages is the current MODAC membership directory (1993-1994). Also included in this section is the current MODAC Constitution and By-laws.

MODAC MEMBERSHIP DIRECTORY
1993 - 1994

* Associate Member

Dr. Barbara Argumedo
Consultant, Tech Prep Program
Michigan Department of Education
Community College Services Unit
P.O. Box 30008
Lansing MI 48909-7509
(517) 335-3067
(517) 373-2759 (Fax)
(Technical Preparation)

Mr. James W. Bennie
Dean, Schools of Business & Technology
Southwestern Michigan College
58900 Cherry Grove Road
Dowagiac MI 49047
(616) 782-5113 Ext. 260
(616) 782-8414 (Fax)

Mr. Thomas M. Bernthal
Executive Director
Michigan Community College Association
222 N. Chestnut Street
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December 1, 19

Constitution and By-Laws

MODAC

Michigan Occupational Deans Administrative Council

(Revised December 8, 1983)
(Reviewed April 20, 1990)
(Revised February 6, 1992)
(Revised December 3, 1992)

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CONSTITUTION AND BY-LAWS

MICHIGAN OCCUPATIONAL DEANS ADMINISTRATIVE COUNCIL
(Revised December 8, 1983)
(Reviewed April 20, 1990)
(Revised February 5, 1992)
(Revised December 3, 1992)

ARTICLE I - NAME AND PURPOSE

Section 1. Name.

The name of the association is Michigan Occupational Deans Administrative Council.

Section 2. Purpose.

The purposes for which the association is formed are as follows:

The Michigan Occupational Deans Administrative Council shall promote and support community college education for the State of Michigan; more specifically, the purposes shall include the following:

1) Exchange of information and ideas relative to the establishment, development and operation of community college occupational education.

2) Cooperate with appropriate units of education, business, labor, government, industry and other organizations.

3) Conduct and/or cooperate in appropriate research projects concerning community college occupational education.

4) Advise, provide counsel and make recommendations concerning the current status and future needs of community college occupational education to the Michigan Community College Association, Michigan Department of Education, community colleges, baccalaureate institutions and other organizations providing occupational education in keeping with community college concepts.

5) Cooperate with other associations of administrators in promoting the Michigan community college movement.

6) Counsel and assist upon request, individual Michigan colleges on matters of occupational education.

7) Articulate and cooperate with leaders in education in the career concepts of occupational education.

8) Actively promote public support and understanding for career education programs in the community college.

ARTICLE II - MEMBERSHIP

Section 1. Regular Membership.

Regular membership in the association shall be limited to the publicly-supported 2-year colleges of Michigan that offer occupational education courses and programs. Each institution shall designate, as its representative to the association, that college administrator who has the overall responsibility for all occupational education at that college and/or is designated michigan department of education occupational contact person. Annual membership shall become effective upon the payment of the current annual membership dues. The term, "regular member" as used throughout this document shall be construed to mean the representative to the association of each institutional member as well as the institutional member itself, as appropriate.

Section 2. Associate Membership.

Non-voting associate membership in the association shall be open to administrators in the publicly-supported 2-year colleges of Michigan whose duties are in keeping with the spirit of the definition for regular membership in Section 1, above. Such individuals may petition the president of the association for admission to associate membership, and will be accepted as such only upon the approval of a majority of the executive committee.

Section 3. Honorary Membership.

An individual may be invited to honorary membership in the association, with the same rights as an associate member, upon the recommendation of the executive committee and the approval of the regular membership through a simple majority vote.

Section 4. Withdrawal From Membership.

Any member of the association, regular or associate, may withdraw therefrom by notifying the president of the association of his/her desire. In no way shall the association be obliged to rebate dues upon the withdrawal of a member.

Section 5. Suspension of Membership.

Any regular or associate member of the association who is in arrears in his/her membership dues for more than six months, after July 1 in any year, shall be automatically suspended and removed from the membership role of the association, unless previous arrangement has been made for the later payment.

Section 6. Termination of Membership.

Any regular member or associate member may be dropped from membership in the association for any conduct which tends to injure the association or to adversely affect its reputation or conduct that is, conduct that is contrary to the objectives as stated in the by-laws of the association. Any regular member or associate member charged with engaging in any such conduct shall be given the opportunity to present evidence in his/her behalf through witness or otherwise; shall be given notice of the precise nature of the charges against him/her, shall be given the opportunity to confront witnesses against him/her, shall have the right to appeal and to have a hearing before the executive committee, whose decision shall be final. Termination procedure may be initiated by any member in good standing, by presenting to the president a written grievance stating clearly the request and its justification.

ARTICLE III - DUES

Section 1. How Prescribed.

The membership dues shall consist of an annual assessment to be determined upon recommendation of the executive committee and a simple majority vote of the regular membership at the annual meeting.

Section 2. Purpose.

Dues and assessments shall be used solely for the purpose of financing the programs and activities of the association as approved by the voting membership. In no instance shall the elected officers or members of the association receive any compensation for their services as such to the association.

ARTICLE IV - FISCAL YEAR

Section 1. Fiscal Year.

The fiscal year of the association shall be from July 1 to and including June 30.

ARTICLE V - MEETINGS OF THE MEMBERSHIP OF THE ASSOCIATION

Section 1. Annual

The annual meeting of the membership of the association shall be the first meeting of the association following April 30 of any year, at a time and place to be determined by the executive committee.

Section 2. Special

Special meetings of the membership of the association may be called by the president, executive council, or by written request of seven regular members, or by a majority of the members. Written notice of the time and place of any special meeting shall be mailed to each member at least ten days in advance for which the meeting is called; no other business shall be transacted thereat.

Section 3. Regular.

There shall be at least two regular meetings of the association membership in addition to the annual meeting. The number and dates of regular meetings each year shall be determined upon recommendations of the executive committee and a simple majority vote of the regular membership at the annual meeting. The locations of all meetings of the association shall be decided by the executive committee.

Section 4. Quorum.

One half of the regular members shall constitute a quorum.

Section 5. Voting.

All regular members in good standing shall have the right of discussion and voting on all issues and for all officers of the association. All associate members in good standing shall have the right of discussion on all issues, but shall not have any voting rights.

Section 6. Attendance.

The meetings of the association shall be open to all regular and associate members of the association who are in good standing. Guests may be invited by a regular member to attend association meetings.

ARTICLE VI - OFFICERS

Section 1. Personnel.

The officers of the association shall be president, vice president, secretary, and treasurer. The officers shall be regular members in good standing of the association.

Section 2. Election.

Officers shall be elected at the annual meeting of the association. They shall be elected to two-year terms as follows:

President:	Elected every odd-numbered year
Vice President:	Elected every even-numbered year
Secretary:	Elected every odd-numbered year
Treasurer:	Elected every even-numbered year

The term of each officer shall coincide with two consecutive fiscal years of the organization. No person shall be elected for more than two consecutive terms to the same office.

To facilitate the implementation of this amendment all four officers shall be elected in 1983. The president and secretary chosen then shall serve two-year terms and the vice president and treasurer elected in 1983 shall serve one-year terms. Thereafter, their terms shall run as above.

Section 3. Vacancies.

In case of a vacancy in any office, the vacancy shall be filled by a majority vote of the regular members at the next meeting. The executive committee is empowered to appoint a temporary officer for purposes of sustaining the association until the next meeting.

Section 4. Nominations.

The president of the association, acting at least sixty days prior to the annual meeting of the association, shall appoint an ad hoc nominations committee from the regular membership of the association and exclusive of the incumbent officers of the association to be responsible for preparing a slate of candidates for the offices of president, vice president, secretary and treasurer, and for the at-large membership of the executive committee to be presented for consideration to the regular membership of the association at the time of the annual meeting.

Section 5. Duties of the President.

The president shall direct the activities of the association in order that it may effectively achieve its goals as stated in Article I, Section 2, of the Constitution and By-Laws. The president shall preside at all meetings of the association. He/she shall be authorized to call special meetings of the association and to appoint committees as he/she deems necessary. The president shall serve as chairperson of the executive committee and shall be an ex-officio member of all committees of the association.

Section 6. Duties of Vice President.

In absence of the president, the vice president shall perform the duties of the president. He/she shall serve as vice chairperson and recording secretary of the executive committee.

Section 7. Duties of Secretary.

The secretary shall record all official proceedings of the association. He/she shall be responsible for all official correspondence of the association, including distribution of meeting announcements, memoranda, and minutes to the regular and associate members of the association. He/she shall be a member of the executive committee, and shall serve as an ex-officio member of all committees of the association.

Section 8. Duties of Treasurer.

The treasurer shall receive all monies of the association. He/she shall keep accounts of all receipts and expenditures of the association and shall present a written financial report to the association at its annual meeting and at any time when requested to do so by the president of the association or the executive committee. The treasurer shall have responsibility for assessing and collecting dues. The accounts and records of the treasurer shall be audited by the executive committee with the signatures of the auditors attached to their report reflecting the treasurer's report as of the day prior to the date of the annual meeting. The treasurer shall be a member of the executive committee.

ARTICLE VII - EXECUTIVE COMMITTEE

Section 1. Membership.

The executive committee of the association shall be composed of the officers of the association, past-president, and two members elected at-large from the regular membership of the association at the annual meeting.

Section 2. Officers.

The president of the association shall serve as chairperson of the executive committee. The vice president of the association shall serve as vice chairperson of the executive committee.

Section 3. Meetings.

The executive committee shall hold regular meetings as deemed necessary in order to fulfill the duties assigned to it in the Constitution and By-Laws. The chairperson of the executive committee shall be responsible for calling all meetings. The vice chairperson shall be responsible for preparing the minutes of all executive committee meetings for distribution to the association membership by the secretary of the association.

Section 4. Duties.

The executive committee of the association shall possess such power as shall be delegated to it in the Constitution and By-Laws or by the regular membership of the association. The committee shall:

1) Be responsible for general planning and preparation of the agenda for association meetings and activities.

2) Determine the time and place of the annual meeting recommending the number and dates of regular meetings and determining the locations of all meetings of the association.

3) Conduct an annual audit of all association resources and expenditures prior to the annual meeting of the association and at the end of each fiscal year.

4) Decide upon all cases of membership termination.

ARTICLE VIII - BY-LAWS

Section 1. By-Laws.

Procedure for implementation of this constitution and carrying out the business of the association shall be established by the by-laws.

ARTICLE IX - AMENDMENTS

Section 1. Amendment.

This constitution may be amended by a two-thirds affirmative vote of regular members upon thirty (30) days' prior notice in writing at the annual meeting or a special meeting called for this purpose.

ARTICLE X - PARLIAMENTARY AUTHORITY

Section 1. Parliamentary Authority.

The business of this association shall be conducted according to Robert's Rules of Order in all instances in which they are not inconsistent with the by-laws of the association.

ARTICLE XI - COMMITTEE APPOINTMENTS

Section 1. Appointment.

The president shall appoint the members of the nominating committee and such other committees as deemed necessary and appropriate to properly conduct the affairs of the association.

Section 2. Tenure.

Committee appointments shall terminate on the date of the annual meeting or for ad hoc committees when the specific assignment has been performed.

Section 3. Expenditures.

No committee shall create any financial liability for the association unless such an expenditure has been approved by the executive committee.

ARTICLE XII - RESOLUTIONS

Section 1. Initiation.

Resolutions may be initiated by any regular member.

ACKNOWLEDGEMENTS

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